1. Updates
   1.1 Disaster Recovery Business Continuity: Instruction Continuity
       (Met with Deans and Directors as well as Executive Council of Faculty Assembly)
   1.2 STFC Annual Allocation Updates
   1.3 UW WiFi for the University –Y Building is near completion (funded by STFC)

2. SPSS License Renewal (Forrest Tyree)

3. Laptop Cart and Software for Student Checkout Laptops (as per attached documents)

4. Seattle UWIT FY 2020 Technology Recharge Fee
   The FY 2020 TRF rates, effective July 1, 2019, will be:
   - $57.53 per month per capita for all academic and administrative units, a 0.4 percent increase. *(The current rate is $57.28).*
   - $51.75 per month per capita for the Medical Centers, a -0.8 percent decrease. *(The current rate is $52.20).*
   - The TRF covers a basic bundle of IT services identified as essential by a group of representatives from across the UW community. More information about the TRF, including what services are included in the basic bundle and how the per capita rate is calculated, can be found at [uw.edu/uwit/recharge.html](http://uw.edu/uwit/recharge.html).

5. Dealing with spam emails
   5.1 Report to UWIT and Filter spam [Protecting your email (and how to report spam)](https://uwit.uw.edu/protecting-your-email)
   5.2 Complete the UW Tacoma online cybersecurity training (currently 42% completed)
   5.3 Should we organize a Simulated Phishing Campaign
   5.4 Examples from KnowBe4 ([https://www.knowbe4.com/phishing](https://www.knowbe4.com/phishing))
   5.5 Phishing Examples ([https://ciso.uw.edu/education/phishing-examples/](https://ciso.uw.edu/education/phishing-examples/))

6. Other Business