

University Technology Advisory Committee

Western Oregon University

Meeting Agenda and Notes Document

April 18, 2025

Zoom Link

Notetaker: Chelle/Amy/Tom

Notes from previous meetings

- [December 2024 / January 2025](#)
- [February 2025 Retreat](#)

Agenda

Introductions / Updates - 20 minutes

- Review membership roster - Chelle
- Banner optimization
 - Self-service 9 - Amy
 - Amy will show us self-service in a future meeting
- Digital Accessibility Policy - Chelle & Tom
 - Chelle & Tom are working with the Campus Accessibility Committee to revise the policy, separate out some of the more procedural details, and start working through the policy approval process.
- Security & Access Group; Banner Access Management
 - Working with SIG to define Banner access management; hope is that the approval process will be improved on the front end.
- Name Policy Subcommittee - charge update to implementation
 - Amy has been talking with Dominique Vargas and Gabe Williams about the University Name Policy implementation
 - We can use "Name Types" to meet the requirements
 - Charge of policy implementation UTAC Subcommittee: Move from analysis to implementation work.
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Old Business

- No old business

New Business - 40 minutes

- Laptop Replacement - UCS uses a fund called the GFA fund to replace laptops every 7 years. This year they ran out of money in the GFA fund, and quite a few folks are still asking for new computers. Windows 10 won't be maintained after October of this year. How do we adjust our budget?
 - One option would be to lower the cost of the systems we purchase
 - Prices are coming down
 - WFH policy - says if you can't work from home with the computer you are provided, you can't work from home (WOU won't purchase you a second system to work from home - only one computer per person)
 - Think about this, does it work for you and your staff, to only have one computer
 - This would help us to be able to get new computers in less than 7 years
 - We have an "expected use policy" for use of WOU computers
- Software procurement
 - Activity 1 (25min): Brainstorm examples of software you use.
 - Discussion prompts: How would you categorize these examples? Are the examples funded centrally, or are they funded out of a departmental budget? Any out-of-pocket examples?
 - Activity 2 (15min): Brainstorm ideas of software you would like to have access to, if funding was available.
- Next steps: tri-chairs will develop a tool to start to capture information about software use across campus. This information will supplement the information available in KACE, the tool UCS is using to manage software.

Standing Agenda Items

Subcommittee reports

- Digital Accessibility Policy - see Updates above

Top-priority UCS projects

- Banner optimization - see Updates above

