

University Technology Advisory Group (uTAG) Meeting Agenda

Wednesday, November 12, 2025 • 3:00 PM CST

Attendance

Akera Griffith
Alisha Looney
Amy Hodges
Athena Brooks
Benjamin Beach
Beth Hansen
Bobbi Smith
Bridget Sheng
Cassandra Standberry
Chad Sperry
Dan Atherton
Dan Romano
Dana VanBebber
Dawn Sweet
Deb Allwardt
Dennis DeVolder
Feridun Tasdan
Harrison Dehnert
Ian Szechowycz
Il-Seop Shin
James McQuillan
Jason Kubis
Jeffrey Calhoun
Jeremy Merritt
Joe Roselieb
John Shiraki
Justin Griffith

Katy Valentin
Keith Boeckelman
Ketra Roselieb
Leaunda Hemphill
Linda Prosise
Lorette Oden
Lori Baker-Sperry
Matt McConnell
Michael Lorenzen
Nicholas Katz
Nicholas Miguel
Pam Peters
Patty Mason
Paul Sweet
Peter McMeekan
Rachael Beaudry
Rashmi Sharma
Rebel Mickelson
Rita Moore
Robert Emmert
Sonya Hicks
Stacie Hunt
Stephen Druse
Tara Feld
Tim Hallinan
Walt McGath
Will Thomas
Yeongkwun Kim

Technology Scheduled Maintenance

- [STARS](#) and [WIUP](#) 12:00 AM – 3:00 AM every night / 7:00 PM – 9:00 PM some Sundays
- uTech Systems 9:00 PM – 6:00 AM, Friday evening - Saturday morning
- Mainframe – 7:00 PM – 9:00 PM, Sunday evening

Prior Meeting: October 8, 2025

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1. uTAG Coordinator (John Shiraki)
 - University Technology Status Dashboard - <https://www.wiu.edu/status>
 - Video recordings of uTAG meetings
2. Director of University Technology update (Robert Emmert)
 - Cybersecurity Training
 - Phishing Training
 - Director of Internal Auditing Open Session
3. IT Governance (ITG) update ()
 - No Updates
4. ERP implementation – (Stacie Hunt)
 - Twelve month extension of the HR/Payroll and Student Information System (SIS) Colleague module implementations.
5. University Technology updates
 - Network and Data Center and Information Security (Dan Romano)
 - No Updates
 - QC Technology (Jeff Calhoun)
 - No Updates
 - User Support Services (Robert Emmert)
 - Windows Update
 - Business Applications (Robert Emmert)
 - No Updates
 - Online Teaching and Learning (Dawn Sweet)
 - **Updates:**
 - D2L Brightspace associates will be on campus to meet with the team on Thursday, November 14th to discuss goals and plans for the coming year.
 - Department Chairs: We have sent an auto-updating spreadsheet of your BPTO completers to help you stay on top of online teaching requirements recently sent by Dr. Nikels. Please contact us with any questions.
 - OTL continues to collaborate with the Provost's office to finalize information regarding Regular Substantive Interaction (RSI) and complete the training development for that initiative. Level I training is complete. As soon as we can complete Level II we will begin advertising it to faculty and instructors.

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- Starting immediately, departments/areas needing assistance with the set up of comprehensive exams or similar projects must request assistance regarding technology needs such as installations or Western Online setup **no later than 30 days before the exam date.**
- Training, development, and materials for UCNi has been completed. All training has been scheduled throughout the beginning of the year. Our last Two for '26 announcement will go out on December 1. After that installment which spans December 2025 and January 2026 we will have completed the first cycle of all UCNi training, A second "repeat" cycle will begin in February 2026.
- **Reminders for Faculty and Instructors:**
 - [Registration for BPTO](#) Spring 2026 is open and the session will begin on 2/2/2026.
 - As the end of the semester approaches, ensure that you are ready by visiting [OTL's End of Semester web page](#), registering for and attending an [End of Semester webinar](#) or reviewing the End of Semester [tip sheet](#) and/or [Google slide deck](#).
 - Keep up to date with Online Teaching and Learning initiatives on the [OTL Roadmap to the Future](#) website.
 - Continue to work on migrating your online courses into the new UCNi shell by following the monthly tasks and training provided on the [UCNi Two for '26 website](#).
- Administrative Information Management Systems (Stacie Hunt)
 - No additional updates
- Web Services (Jeremy Merritt)
 - The Modern Campus content management system (CMS) will be migrating from an on-prem to a cloud-based platform the week of December 15 (finals week). The migration process takes several days, so web page editing will be unavailable (except for emergency changes) while migration is underway.
- CAIT (Paul Sweet)
 - No new updates to provide
- Digital Spaces (Ian Szechowycz)
 - No updates

Open discussion or new business

- Athena Brooks
 - Move of Dr. Mindrup's office in the Quad Cities to RF 108M

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Next meeting

- February 11, 2026, 3:00 PM CST

Meeting adjourned at 3:16pm CST