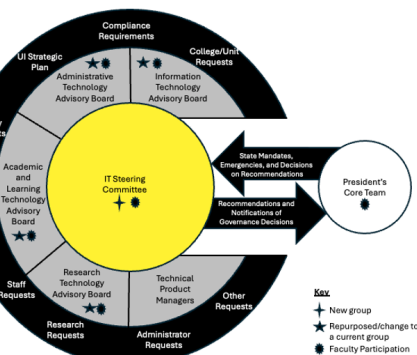# Office of Information Technology (OIT)

## Spring 2025 Newsletter for Instructors

### IT Governance



In the Fall, OIT kicked off a more transparent form of IT Governance, a university-wide effort that establishes the strategic, technical, and decision-making processes, roles, and structure necessary to align IT strategy and investments with the University's mission and goals to ensure the effective and efficient use of IT resources and services. The IT Governance structure consists of the IT Steering Committee and four advisory boards:
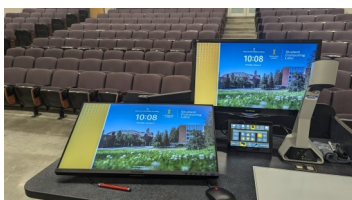
Academic & Learning Technology Advisory Board

Administrative Technology Advisory Board

Research Technology Advisory Board

Information Security Advisory Board

The advisory boards begin meeting this spring to review IDEAs. An *IDEA* is a technical *Innovation*, project *Discovery*, or product *Enhancement* that is *Actionable*. See **this article** for IT Governance Membership. More information about submitting IDEAs and recommendations made through the IT Governance Steering Committee will be shared in the upcoming months as the advisory boards work to refine the process.

### Classroom Upgrades

Three of the five large lecture halls (JEB 104, REN 111 & REN 112) have been upgraded to replace aging equipment and add touch monitors and auto-tracking cameras to improve classes and events with participants at a distance. These classrooms include both a lavalier microphone and a handheld microphone that can be heard through Zoom. See **this article** on how to use the equipment in these rooms. Similar upgrades to AG SCI 106 and LSS 277 are planned for Summer 2025. Several classrooms have been upgraded with new equipment with minor adjustments to the user experience. Improvements in these spaces include a second monitor at the lectern and a swivel for the web cam.

### New to the Academic Technology Office



Yudi Zhu was hired as the Technology Integration Specialist for the Academic Technology Office in December. He will focus on providing training on technologies to support teaching and learning, including classroom technologies, Zoom, Microsoft 365, and Adobe Creative Cloud. Yudi is currently developing multiple workshops that will occur throughout the spring semester. We welcome Yudi to OIT from his previous position in the EHHS Doceo Center for Innovation + Learning where he gained extensive experience in supporting technology integration in K-12 and higher education classrooms.

Contact Yudi to learn how to use the technology in our classrooms or with questions about the following workshops at **yudizhu@uidaho.edu**.

### Academic Technology Office Spring Workshops

**Zoom Workplace**   **Monday, January 13th**   **12:00 to 12:45**

Introduction to Zoom Workplace including how and why to use Whiteboards, Notes, Docs, and Surveys. ***Enroll***

**Zoom AI Companion**   **Monday, January 27th**   **12:00 to 12:45**

Zoom AI Companion is available to all UofI employees. Join us to learn how to activate and use the following features: meeting summary, meeting questions, smart recording, Clips titles, descriptions, and tags, and Whiteboard content generation. ***Enroll***

**Zoom Clips**   **Monday, February 10th**   **12:00 to 12:45**

All employees have unlimited access to Zoom Clips to record, edit, and share videos. You will learn how to record web cam and/or screen, cut and trim recordings, set viewing permissions to safely share with others, and manage comments and reactions. ***Enroll***

**Microsoft Clipchamp**   **Monday, February 24th**   **12:00 to 12:45**

Clipchamp is a video editor that seamlessly integrates with Microsoft 365. You will learn how to record, trim, add transitions, add intro/outro, and incorporate text overlays. ***Enroll***

**Microsoft Teams**   **Monday, March 17th**   **12:00 to 12:45**

Teams is an all-in-one collaboration hub for streamlining your workflow and connecting with colleagues with Microsoft 365. You will learn how to take advantage of chat, calls, whiteboard, sharing documents, and integration with other Microsoft applications. ***Enroll***

**Microsoft Planner**   **Monday, March 31st**   **12:00 to 12:45**

Planner is a dynamic task management application designed to simplify project coordination and boost efficiency. You will learn how create a plan and to manage and collaborate via My Day, My Tasks, and the visual task schedule feature. ***Enroll***
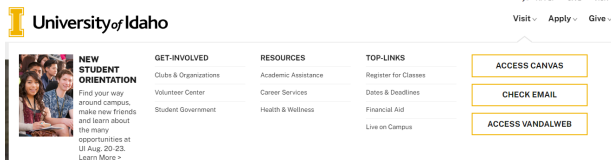


### MyUI Updates



Work has continued to enhance and improve the new MyUI dashboard since the retirement of Vandalweb last fall. The MyUI calendar was updated to include events and activities, the Accounts and Billing Card were improved, and new cards were deployed for Counseling and Mental Health, Health and Wellness, Engage Clubs, Events and News, and Public Safety and Security. We would appreciate your feedback and ideas at **myui@uidaho.edu**.

Our new Technical Product Manager, Trevor Humble, starts on January 6. He will prioritize improving the user experience based on research and feedback from students, faculty, and staff. Trevor comes to us from the Office of Financial Aid where he was the Technical Product Manager on the FAFSA simplification project, helped design and deploy a custom MyUI card, and assisted with the deployment of dozens of electronic forms. Trevor has a BA in Modern Language Business, has completed coursework in Virtual Technology and Design, is currently pursuing his Master's in Integrated Architecture and Design, and is VP of the Virtual Design Society - all here at the University of Idaho!

### Website Transition

The University of Idaho is completely transforming its web site and web presence. The current website, https://www.uidaho.edu, is a combination of content for internal and external audiences that has outdated content and has become very large and difficult to navigate. Working with units across the university, University Communications and Marketing is re-envisioning the website to be an external-facing, marketing website to help prospective students, donors and other external audiences find their desired content and drive them to act. This work will be complete in Summer 2025.
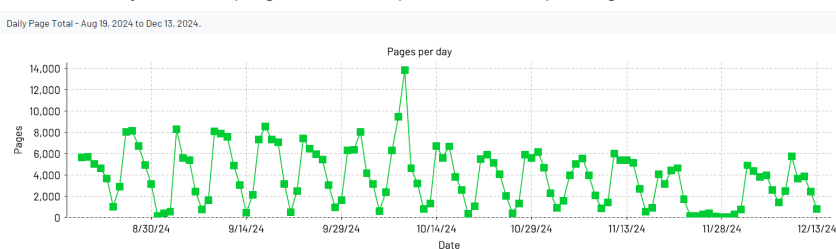


Internal-facing content will be developed for a new intranet called InsideUI. A collection of webpages available only to employees and students, InsideUI will become part of the communication ecosystem along with Microsoft Teams, MyUI, and other internal systems. This work will also be complete in Summer 2025 to time with the release of the new external website.

The University is decommissioning webpages beginning with webpages.uidaho.edu. These webpages do not conform to required accessibility standards, many are out of date, and the technology that drives these webpages is old and will not be replaced as other options exist for the content. Work on this process will begin in Spring 2025 with site owners contacted to discuss next steps for their sites. The removal of these sites will be an ongoing process to allow time for people and units to ensure important content remains available.

Email **oit@uidaho.edu** with questions.

### PaperCut Update

The new PaperCut print management software is having a huge impact on sustainability. Because the final step takes place at the printer, there are no longer prints being misdirected, and prints can be cancelled resulting in a significant savings of our printing resources. Even with this new system in place, there were over 442,000 pages printed during the Fall semester. Thank you for helping make an impact to reduce printing costs and waste!



### Research Cyber Support Program



The OIT Information Security Office is here to support your cybersecurity requirements, including for research projects to meet state, federal, or contractual needs. If you are working with regulated data, contracts, or have overall questions about handling data securely, we are happy to assist.

For more information or to ask questions, please email **rcsp-team@uidaho.edu** or **open a ticket**.

**University of Idaho**
Office of Information Technology