



Wesleyan University

Information Technology Services

Greetings, Colleagues:

Congratulations on surviving 2020! As we head off for some R&R, here are some recent and upcoming activities in ITS which I hope will be of interest to you:

COVID Classroom Technology

Curious to know what technology is in a classroom? Start by looking in the “COVID-19 Resources” bucket in WesPortal. Here you can find classroom layouts and capacities, lists of rooms sorted by type of technology installed, and documentation for each setup. As you are assigned classrooms for the spring, we hope you find this helpful in understanding the capacity of the classroom. Questions? Please contact Rachel Schnepfer.

January Workshops

After this “interesting” semester ends, you sleep for two (three?) weeks, and begin preparations for the spring semester, we wish to draw your attention to a slate of learning opportunities that ITS, the Library, the Center for Pedagogical Innovation, and the Office of Faculty Career Development are developing for late January. We are planning a combination of ITS-led and faculty-led sessions for Moodle, Zoom, Perusall, generating student engagement in small classes online, managing large lecture classes online, teaching in-person with remote students, and organizing project-based classes and lab sessions. Please look for emails with more information.

Big, Hairy, Audacious Goals (BHAG)

In the October edition of this newsletter, I referenced our ITS goals for 2020-2021 available at <https://www.wesleyan.edu/its/about/index.html> . One of our goals is to assess whether we can provide every academic and administrative service supported by ITS - anytime, anywhere, on any device. This BHAG addresses several trends we are facing in higher education IT, e.g. employees not working on campus, yet requiring daily access to our network and applications. Dispersal of students, faculty, and staff around the globe means that our systems are relied upon 24x7x365. And the typical consumer of our services expects everything to work smoothly on their mobile device. I would like to hear from faculty and staff your perspectives on which

Avaya Telephone System

After nearly four years of research, testing, and consultation, we are expanding the Avaya Voice over IP (VoIP) phone system campus-wide. The Avaya system will replace our current Nortel and Cisco phone systems, which are beyond end of life, resulting in poor service for many. Avaya VoIP adds new optional features such as using your cell phone as your Wesleyan phone (without revealing your cell number) and the ability to make and receive calls from your computer. We have been running the Avaya phones successfully at 291 Main Street for over a year, and to date ITS has completed the transition for offices in North College, Admission, Facilities, the Career Center and others. If you prefer things as they are, all the change will entail is a new phone handset replacement. For information, please contact Karen Warren.

CourseLeaf Implementation Complete!

Amanda Daddona, Karri van Blarcom, Susan Krajewski, and Anna van der Burg of the Registrar's Office have completed implementing the three modules of CourseLeaf: Course Catalog (CAT), Course Inventory Management (CIM) and Class Section Scheduler (CLSS). Courseleaf is fully integrated with our PeopleSoft Student System.

- CAT provides department chairs and academic AAs a tool to develop consistent department descriptions. The Registrar's Office used CAT to work with University Communications in creating a modern on-line Wesleyan Course Catalog: <https://catalog.wesleyan.edu/>
- CIM allows faculty to propose, develop, and follow a guided process to get new courses approved. It also provides AAs a structured panel to maintain departmental major and minor requirements, as well as the steps for declaring a major.
- CLSS allows the Registrar to schedule courses and locations taking into account room attributes and instructor preferences. Departments submit their instructor's classroom and time requests in CLSS. CLSS uses this data and the schedule optimizer of EMS, Wesleyan's campus scheduling system, to develop optimal class schedules and locations.

Amanda Daddona said one of the great things about the implementation was the ability to work with multiple departments and individuals including faculty and AAs across campus, Jason Vienneau of Communications, Nate Lerner of Events & Scheduling, and Rich Langer and Karen Murphy of ITS.

Microsoft Office 365 / Teams - Educational Resources

Over the past year, Microsoft O365 / Teams has become an essential tool for many of us. Did you know that Microsoft adds [new Teams features and functions](#) nearly every week? If you'd like to take advantage of all that O365 / Teams has to offer, we have educational resources available for you. LinkedIn Learning (accessible through WesPortal) offers on-demand and self-paced learning for both beginners and advanced users, you can

Flagging External Emails

ITS is planning a change to our email system in Spring, 2021 which will tag messages sent to faculty and staff (from outside Wesleyan) with “[External]” in the subject and inserting this warning banner into the top of the message:

CAUTION: This message came from outside of Wesleyan. Please exercise additional caution with any links and attachments. If the sender is claiming to be a member of the Wesleyan community looking for assistance, the message is likely part of an email scam. Please send any questions to security@wesleyan.edu.

This change should help users better identify messages from scammers impersonating members of the Wesleyan community. For more information, please contact Joe Bazeley.

As a reward for reading this far, here is your Random Seasonal Lyric: "If we make it through December, everything's gonna be alright I know, it's the coldest time of winter, and I shiver when I see the falling snow." (Merle Haggard). In closing, I wish you all the merriest and most restful of Holidays. Please be in touch if you want more information on any of the above, and thanks for reading!

Dave Baird

VP for IT & CIO

