ITAC Meeting

Date: Friday, October 19, 2018
Time: 2:00 pm
Location: HS 1103

The meeting was attended in person by Heather Abbott-Lyon, Josie Baudier (proxy for Tracie Stromie), Christina Coronado, Jeff Delany, Bill Haggerty, Lis Hames, Alison Hedrick, Ann Key, Lori Meadows, Justin Park, Amber Smith (proxy for Mariel Fox), and Wes Rhea. The meeting was attended via WebEx by Svetlana Peltsverger.

Meeting called to order at 2:08 p.m. by Heather Abbott-Lyon.

Agenda

Old Business
1) Introductions
   a) All ITAC committee members present introduced themselves.
2) Vote on September minutes
   a) A quorum was present! Minutes were approved as written. Alison Hedrick as posted them to http://itac.kennesaw.edu/
3) Bylaws update
   a) Heather Abbott-Lyon, Justin Park, Mariel Fox, and Amber Smith have been working on the Bylaws. The Bylaws have been sent via email, but some of the proposed changes include:
   i)   The purpose of ITAC should be reconsidered (specifically items 2 and 3).
   ii) Every college should have voting representation, not just degree-granting colleges. This would give The College of Continuing and Professional Education and the Library System a vote.
   iii) Administrative/Staff should be updated. Perhaps the representatives should be listed by function rather than office name.
        (1) The goal is to have an even number of faculty and staff on ITAC.
   iv) Include Graduate Students under the list of Membership Voting Members.

b) Heather Abbott-Lyon announced that she will talk to the Faculty Senate Executive Committee on November 26th to get some clarification on the purpose of ITAC, based on what is written in the Bylaws.

c) The proposed Bylaws were also sent to Dr. Delany in order to get feedback from his team.

d) ITAC will revisit the Bylaws in January.

4) Membership update

a) The goal is for every college to have representation on ITAC.

b) We still would like to increase the number of student representatives. We can also survey our students and bring back any concerns to the group.

c) A letter has been drafted for the Deans who currently have no representation, as well as to SGA and GSA to get more student representation. Since this letter contains the committee's purpose, Heather Abbott-Lyon stated that she wanted to wait to send it out until after this meeting. We could potentially have new committee members on board for our November meeting.

New Business

1) ITAC purpose and goals for 2018-2019

a) Today's goal is to establish 3-5 goals that ITAC can tackle this academic year.

b) Voting members split into two working groups to discuss the purpose and goals of ITAC. Each member stated why they volunteered to be on ITAC, what they thought they would be doing as a member of ITAC, and what they think ITAC should be doing.

c) After 20 minutes of discussion, the committee as a whole regrouped and gave updates. The following items were proposed:

i) Purpose: ITAC is an advising committee, but we can do more.

(1) Disperse information to faculty and staff in our colleges/units.

(a) There have been situations where updates addressing security concerns on campus have created conflict because it hinders the way faculty are able to teach. (For example, the following was in KSU Inform today, 10/19/18: "To support security of University computers, UITS is introducing administrative settings for campus computers that will restrict logins and access to data from unauthorized users for all faculty and staff computers, beginning

today, October 19.") This goes back to communication. Before rollout, please share such updates with ITAC.

(2) Provide feedback to ITAC about topics.

    (a) We want to make it clear that we are not just going to complain. We would like to discuss big impact issues, however. These would preferably be issues that we've already submitted to service@kennesaw.edu, but have yet to be resolved. ITAC can help UITS come up with satisfactory solutions.

(3) Include students in decisions affecting them.

  ii) Possible Goals:

    (1) Advise UITS to provide information about data management on campus. This could include, but not be limited to, understanding roles of who has access to data, what we can do with the data, and who can receive what data. Perhaps UITS could offer workshops on this topic (like CETL does).

    (2) Continue subcommittee work on Digital Badging. Svetlana Peltsverger is chairing this sub-committee. If anyone else wants to join, please let her know.

    (3) Disseminate information about what is happening in ITAC with our colleges/units once a semester.

    (4) Help UITS set up a priority list for projects. (Since UITS has a limited budget and limited resources and cannot pursue every project.)

    (5) Pilot and test out various software applications. This could include graphic and plotting software (i.e., Origin), Linux system, and mathematic equation writing software (i.e., Mathtype).

2) Other Discussion items

  a) None were presented at this meeting due to time constraints.

Meeting Called to Adjourn at 3:01 p.m. by Heather Abbott-Lyon.

Upcoming ITAC Meetings
November 16th 2018, 2:00-3:00 pm in HS 1103
January 18th 2018, 2:00-3:00 pm, *location TBA*
February 15th 2018, 2:00-3:00 pm, *location TBA*
March 15th 2018, 2:00-3:00 pm, *location TBA*
April 19th 2018, 2:00-3:00 pm, *location TBA*