**ITAC Meeting Minutes**

**Date:** Friday, November 18, 2016

**Time:** 10:00 a.m.

**Location:** CL 1009

In attendance:

Arief Setiawan, April Munson, Becky Rutherfoord, Steve Howard (proxy for Michelle Girage), Heather Abbott-Lyon, Cara Lee Smith, Mariel Fox, Adam Olsen, Lectra Lawhorne, John Isenhour, Stephen Gay, Christina Coronado, Rifka Mayani, Nick Hassis, Cheryl Hassman, Jim Herbert, Elizabeth Starnes, Dave Evans, Lori Meadows

Meeting Called to Order at 10:02 a.m. by April Munson

**Agenda**

1. **Welcome by April Munson**
2. **Updates from Lectra Lawhorne**
	1. Meeting with President Olens about UITS objectives
		1. A new UITS strategic plan has been drafted, which maps into the new University strategic plan.
		2. What are the KSU community needs?
			1. A discovery process is needed, including conversations with all stakeholders (internal and external). Town halls will continue, along with community outreach.
		3. Budgeting is a major focus.
			1. Initiatives must be prioritized.
			2. Large-scale discussions about the use of Student Technology Fee money are occurring. The STF might change next academic year.
		4. UITS will continue to focus on compliance, efficiency, and effectiveness.
			1. The following topics are a part of this area of focus:
				1. Risk-profile/security
				2. Balance
				3. “Shadow” IT groups
				4. Roadmaps
3. **Updates from UITS departments**
	1. Rifka Mayani – ESS Initiatives
		1. Bring Preferred Names into the D2L environment by January 2017.
		2. Has launched the Scheduler feature in Banner to assist students in registering for classes.
			1. This is an RPG initiative to breakdown technology barriers faced by students.
	2. Nick Hassis – ISS Initiatives
		1. Finishing the Fiber project on the Marietta Campus
			1. This will allow VoIP phones to be installed on Marietta Campus.
		2. Unified wireless system.
		3. Mac OS Sierra upgrade will occur soon.
	3. Jim Herbert – CTIP Updates
		1. The safety issues and equipment issues brought up at the last ITAC meeting about Building Q on the Marietta Campus have been addressed.
	4. Christina Coronado – CSS Updates
		1. Building Q slowness issues will be addressed by replacing aging computers by the end of November.
	5. Dave Evans – Library Update
		1. Focus will shift to refurbishing the Marietta Library, possibly mimicking the new set-up of the Kennesaw Campus Library.
	6. Elizabeth Starnes – ITPMO update
		1. Establishing policies about minors being on campus or engaging with KSU employees is a main focus right now.
			1. This is part of a BOR mandate.
			2. There will be an awareness campaign and training regarding the new policy.
4. **Open floor for questions**
	1. Question, April Munson:
		1. Is there a policy regarding student use of computer labs?
		2. Answer, UITS: Yes, and that can be distributed to ITAC.
	2. Question, Mariel Fox:
		1. What is the role of UITS in managing and retaining documents?
		2. Answer, UITS: We need some discussions but would like to partner with Records Management on the solution.

Meeting Called to Adjourn at 11:03 a.m. by April Munson

**Upcoming ITAC Meetings**

February 17, 2017