

## ITAC Meeting

**Date:** Friday, September 13<sup>th</sup>, 2019  
**Time:** 2:00 pm  
**Location:** HS 2010

The meeting was attended in person by Veronica Trammell, Christina Coronado, Kristine Hwang, Lis Hames, Rifka Mayani, Davide Gaetano, Jason Penwell, Jim Herbert, Justin Park, Lori Meadows, Alison Hedrick, Mariel Fox, Jeff Delaney, Humayun Zafar, Edward Moses (for Stephen Gay), Mark Byrd, John David Johnson II, Tsai-Tien Tseng, Tris Utschig, Ian Ferguson, Jack Delinsky, and Svetlana Peltsverger. Participating remotely were Annie Korty and Brian Lawler.

Meeting called to order at 2:00 PM by Justin Park.

### **Agenda**

#### *Old Business*

- 1) Introduction of new officers
  - a) Justin Park, Chair
  - b) Alison Hedrick, Vice Chair
  - c) Lori Meadows, Note Taker (acting)
  
- 2) Vote on April Minutes
  - a) Justin Park conducted a count of voting members present.
  - b) There are ten voting members present; quorum met.
  - c) Justin Park motioned to approve the minutes from the August 16, 2019 ITAC Meeting.
  - d) Motion seconded.
  - e) Unanimous vote.
  - f) Motion to approve August 16, 2019 minutes carried.
  
- 3) Vote on revised Bylaws and updates from Faculty Senate on University Handbook section
  - a) Justin Park motioned to delay the vote on the ITAC bylaws until November.
  - b) Mariel Fox seconded.

- c) Faculty attendee asked if the bylaws are going into the handbook; they are not.
  - d) Unanimous vote.
  - e) Motion to delay vote on bylaws carried.
- 4) Vote on Secretary for 2019-2020
- a) Lis Hames volunteered to serve as ITAC Secretary for 2019-2020.
  - b) No vote required.
- 5) Membership list on webpage
- a) Alison Hedrick went over the ITAC membership list.
    - i) Alison noted that we are missing student representation, and that historically, it's gone through the Student Government Association.
    - ii) Faculty attendee offered to poll his students directly and encourage them to participate.
  - b) Justin Park asked for names and recommendations; he likes the idea of having interested students serve on the Committee.
  - c) Alison will update the ITAC member website once the bylaws are approved.
- 6) Meeting time for 2019-2020
- a) Justin Park asked if the current meeting time is still good for the group. Justin noted that we have new members coming in.
    - i) Justin Park made a motion to send out a survey to the Committee.
    - ii) Tris Utschig seconded.
    - iii) Unanimous vote.
    - iv) Motion to send out scheduling survey carried.

### *New Business*

- 7) Student Technology Fee
- a) KSU has a Committee that reviews the Student Technology Fee and budget.
    - i) Jeff Delaney presented information about the STF budget to obtain additional ideas from the Committee on how to conserve the funding.
    - ii) Jeff is considering restructuring the current STF LCR timeline.
    - iii) One idea he is considering is to perhaps cut the number of labs in half and have students bring their own computers to campus.
    - iv) We are searching for ideas to improve our bottom line.

- b) Faculty attendee asked if we can supplement a student's purchase of a computer.
  - i) Jeff said that if the computer is required, it can be covered under financial aid.
  - ii) Jeff noted that if KSU provides the computer, then the asset ownership process gets messy.
  - iii) Jeff said UITS can provide some software through a virtual desktop.
- c) Faculty attendee said that students often don't know what software licenses are available for them to use.
  - i) Faculty attendee also noted that some students have software compatibility issues.
  - ii) Jeff said that's another good reason for students to bring their own computers to campus.
- d) Svetlana Peltsverger asked for utilization reports for classroom and lab computers.
  - i) Davide Gaetano said we can do that for software, but that it would be harder to report on infrastructure usage.
  - ii) Svetlana said that her students don't really use the computers in the classroom.
  - iii) Jeff Delaney said the classroom computers may be used for things that are not class related so it would skew the metrics.
  - iv) Faculty attendee suggested reducing the number of labs or dead spaces on campus.
- e) Ian Ferguson is interested in his students being the program pilot for students bringing their own computers. Ian should identify a specific program that he feels would be a good fit for the pilot.
- f) Faculty attendee asked if new lab buildings take these costs into account, or if STF allows for them.
  - i) Jeff Delaney said the STF budget does not provide for new buildings.
  - ii) Faculty attendee asked how much of this is impacted if we increase our online course offerings?
  - iii) Jeff said if the courses are 100% online, it would actually help because the students wouldn't be on campus.
  - iv) Faculty attendee asked where KSU stands with online learning, and if there are a lot of online courses.
  - v) Veronica Trammell said there is a continuous initiative to increase the number of online classes.

- g) Svetlana Peltsverger said they have a data center that she thinks is partially funded through STF.
    - i) Svetlana also suggested that the computers be rotated to other classrooms.
    - ii) Davide Gaetano confirmed that computer rotation is already something that UITS does.
  - h) Tris Utschig suggested that we ask faculty to bring their own computers, as well, to save additional expense. Another faculty attendee concurred.
  - i) Jeff Delaney reiterated that he wants us to do everything we can to cut costs.
  - j) Committee members were encouraged to email Jeff Delaney or Justin Park with any ideas.
- 8) Introduction of UITS Leadership and current project highlights
- a) Mark Byrd, Executive Director, Institutional Research
  - b) Edward Moses for Stephen Gay, Associate Executive Director for CyberSecurity
  - c) Davide Gaetano, Executive Director for Infrastructure Engineering
  - d) Rifka Mayani, Executive Director for Enterprise Systems and Services
  - e) Jim Hebert, Deputy CIO
  - f) Christina Coronado, Executive Director of Customer Support Services
  - g) Jack Delinsky, Executive Director, IT Operations
  - h) Veronica Trammell, Executive Director of Technology Outreach
- 9) Other business
- a) Justin Park wants to form a Subcommittee called Research Computing Subcommittee. Justin invited attendees to send suggestions or requests to join this Subcommittee to him by email.
    - i) The work of this Subcommittee should follow the model of last year's Subcommittees (i.e., AV Standardization and Digital Badging).
    - ii) The work makes more of an impact if the ideas or recommendations come from a Committee.
  - b) Justin also suggested possibly forming a Subcommittee to focus on Data Management.
  - c) No other business to report.

Meeting Called to Adjourn at 3:00 p.m. by Justin Park.

**Upcoming ITAC Meetings**

November 15, 2019 at 2:00; room HS 2010