

ITAC Meeting Minutes

Date: Friday, August 25, 2017

Time: 10:00 a.m.

Location: BB 109

In attendance:

Eduardo Farfan, Michelle Girage, Casey Waldsmith, Heather Abbott-Lyon, Alison Hedrick, Tracie Stromie, Cara Lee Smith, Adam Olsen, Lectra Lawhorne, Tom Boyle, Stephen Gay, Christina Coronado, Cheryl Hassman, Jim Herbert, Nick Hassis, Rifka Mayani, Elizabeth Starnes, Lori Meadows, Edward Moses, Davide Gaetano

Meeting Called to Order at 10:00 a.m. by Eduardo Farfan.

Agenda

1. Nomination of Officers

- a. For this academic year, the following people were nominated to hold office:
 - i. Chair: Eduardo Farfan
 - ii. Vice Chair: Cara Smith
 - iii. Secretary: Heather Abbott-Lyon
- b. If any others want to nominate, they may email Cara Smith.
- c. We do not have a quorum of members present to vote, so officer elections will be done electronically.

2. New Discussion Items

- a. The Honors College would like elect a staff member to serve as its representative. The Honors College houses very few full-time teaching faculty, so they would like Casey Waldsmith to replace Michelle Miles as that college's representative on ITAC.
 - i. We will vote to make an exception to the bylaws electronically.
- b. The ITAC officers felt it was important to hold each meeting this fall semester in the same space. Because of the space limitations, the only way to schedule the same room was to book BB109, where a class is conducted starting at 11:00 a.m. on Fridays. The meetings must be finished by this time.

- i. To work within these constraints, more ITAC business will be conducted electronically.
 - ii. Some members would also like to be able to attend virtually with a standing WebEx link available, but other members are concerned that this will lead to less engagement.
- c. Several colleges are not sending representatives to ITAC.
 - i. We need to contact the deans to appoint new members.
 - ii. Cara will draft an email template stressing the importance of having representation on ITAC to send to the deans and unit heads that will be signed by the ITAC officers and the CIO.

3. CIO Updates

- a. Lectra charges all ITAC members to engage not just within our committee but also within their respective communities to act as a conduit between their unit/college of UITS.
- b. Email update:
 - i. Implementing KSUMail was one of the most complex projects ever undertaken by UITS. Overall, the feedback has been positive:
 1. UITS learned that for a project of this magnitude it needs 0to offer tiered training. The KSUMail rollout affected people on campus at every level, and some users could have used more basic training.
 2. The communication from UITS was good.
- c. Document storage update:
 - i. Question: Will OneDrive be a replacement for the I Drive or other storage locations? Answer: UITS will be replacing the multitude of storage locations with a singular product. Currently exploring Sharepoint, OneDrive, DropBox, among the storage solutions.
- d. OS update:
 - i. Campus should be fully migrated to Windows 10 by the end of the calendar year or February 2018 at the latest.
 - ii. Mac OS has been updated to High Sierra.
- e. Copy/Print Update:
 - i. The Ricoh lease was up, so each original model had to be replaced as part of life cycle replacement (LCR).
- f. KSU Anywhere update:

- i. For faculty and staff who are given computers, laptops are now the default machine. People can opt-in to a desktop computer. The LCR for laptops is 4 years; the LCR for desktops is 5 years.
- g. AV Classroom update:
 - i. UITS has received \$4M in year-end funds, which will take care of all of the outstanding AV needs on the Marietta campus.
- h. Other updates:
 - i. Wifi is being updated constantly.
 - ii. SALTO – Building access control has been updated for housing.
 - iii. The Preferred Name project has been successful. The next phase will involve faculty and staff being able to use their preferred names.
 - iv. E-Signature is underway.
 - v. There will be upcoming pilot opportunities for WebEx and Tableau.

Meeting Called to Adjourn at 11:00 a.m. by Eduardo Farfan.

Upcoming ITAC Meetings

September 15, 2017 – BB109

October 20, 2017 – BB109

November 17, 2017 – BB109