

ITAC Meeting

Date: Friday, November 20, 2020

Time: 2:00 pm

Location: Virtual (Microsoft Teams)

Attendees: Humayun Zafar, Jeff Delaney, Svetlana Peltsverger, Kristine Hwang Kim, Jim Herbert, Veronica Trammell, Matthew Bain, Rifka Mayani, Tom Boyle, Lori Meadows, Tsai-Tien Tseng, Brian Lawler, John Johnson, Ramazan Aygun, Mandy McGrew, Marie Day, Davide Gaetano, Stephen Gay, Teresa Johnson, Jack Delinsky, Christina Coronado, Sasha Padilla

Agenda

Old Business

1. Approval of minutes from October 16, 2020 meeting
 - a. Motion for approval
 - b. Motion seconded
 - c. Unanimous vote
 - d. Minutes will be uploaded to ITAC website
2. Call for volunteers to fill roles of Vice Chair and Secretary
 - a. Matthew Bain volunteered to serve as Vice Chair
 - i. Motion to elect Matthew Bain as Vice Chair – Svetlana Peltsverger
 - ii. Motion seconded – Brian Lawler
 - iii. Unanimous vote
 - b. No volunteers for Secretary; this item will be added to the next meeting agenda

New Business

1. Review and discussion of remaining feedback provided by Colleges on Citation Software and Web Conferencing Platform preferences
 - a. Motion to vote on Video Conferencing and Library Management software today – Brian Lawler
 - b. Motion seconded – Matthew Bain
 - c. Discussion
 - i. Matthew Bain requested that the Committee be able to articulate the “killer app” features of any given platform so that we don’t alienate core user groups that would benefit from those features
 - ii. Brian Lawler has used online video conferencing platforms for 3-4 years, across many different contexts. The contexts drive which tool he uses, and Zoom seems to be the most reliable with the

most options. RefWorks seems to be the one the university needs us to keep supporting. He feels there should be a long-term phase out of EndNote.

- iii. Marie Day agreed with Brian. Zoom has a lot of features and it's being updated. The few power users of Collaborate in the Library System will be able to learn a new system. Teams and Zoom is a clear choice for her. For the Citation Software, the Library faculty would prefer to stay with RefWorks, since most of the users are students; EndNote requires a lot of time and attention to learn. The Library does have 50 seats available on EndNote with 20 of those unassigned.
 - d. 2:38 Teams poll to proceed with voting
 - i. **8 votes (100%) Yes**
 - ii. 0 votes (0%) No
 - e. 2:40 Teams poll for Citation Software vote to retain:
 - i. **6 votes (75%) RefWorks**
 - ii. 2 votes (25%) EndNote
 - iii. Brian Lawler restated his recommendation for a longer phase out period for EndNote.
 - f. 2:44 Teams poll for Web Conferencing Platform vote to retain:
 - i. 0 votes (0%) Collaborate
 - ii. **8 votes (100%) Zoom**
- 2. ITAC General Updates (none)
 - 3. Updates from UITS
 - a. Scan to Email – Jim Herbert, Deputy CIO
 - b. UITS Student Lab Relocation – Christina Coronado, Executive Director of CSS
 - c. Life-Cycle Replacement (LCR) Updates – Davide Gaetano, CTO
 - 4. Other business
 - a. Discussion about holding a meeting in December; recommendation made to not hold meeting
 - b. December meeting will be removed from calendar
 - c. Keep January meeting in place for now

Meeting Called to Adjourn at 3:02 PM by Humayun Zafar.

Upcoming ITAC Meetings

Full committee meeting: February 19, 2021 at 2:00 PM via Teams

Full committee meeting: March 19, 2021 at 2:00 PM via Teams

Full committee meeting: April 16, 2021 at 2:00 PM via Teams

Full committee meeting: May 21, 2021 at 2:00 PM via Teams