Meeting Information

Meeting Title: IT Committee		**Date:**	Thursday, October 17, 2024
Location: Silver Conference Room		**Time:** 1:00 PM	

Zoom: [Meeting Link](#)

Meeting ID: 897 0510 1723
Passcode: 628795

Meeting Called By: Chris Diniz	**Purpose:** Quarterly Meeting – Q4 2024

Attendees

Checkmark or "X" indicates the attendee is present

Attendee	Representing	√
Chris Diniz	Interim AVP/CIO	X
Dwayne Cantrell	Enrollment Management, AVP	x
Isabel Sumaya	AVP for GRASP	
Monica Malhotra	IRPA, AVP	x
Elizabeth Adams	Interim AVP for Academic Affairs	x
Lori Blodorn	Human Resources, AVP	x
Jennifer Mabry	AVP/University Registrar	
Tommy Holiwell	Enrollment Management Liaison, Director	X
Rebecca Weller	Director of Faculty Teaching & Learning	
Mike Kwon	Associated Students, Exe. Dir.	X
Joe Ren	Communications	X
Kyle Susa	Psychology	x
Jane Dong	Computer & Electrical Engineering, Dean	

Attendee	Representing	√
Deborah Cours	BPA, Dean	x
Ying Zhong	Library	X
Erin Pruitt	ASI President	X
Doug Cornell	ITS – ISO	
Heather Macauly	Interim AVP and CAO	x
Adriana Van Grinsven (non-voting)	ITS – Accounting Tech	x
Brian Chen (non-voting)	ITS – Interim Deputy CIO	x
Jaimi Paschal (non-voting)	ITS - Academic Technology	x
Rich Nelson (non-voting)	ITS – Director of Infrastructure & Support Services	x
Ydalia Lucio (non-voting)	ITS – Administrative Support	X

Minutes

#	Agenda Topic Summaries
1.0	Welcome & Call to Order The meeting was called to order at 1:04pm. The committee was welcomed and thanked for their time.
2.0	Approve Minutes from February 2023 Meeting Minutes for February 2023 minutes were approved by Tommy Holiwell and second by Erin Pruitt, with no opposition.
3.0	Approval of Agenda Request to modify the agenda was presented to modify agenda item 4 from *Formation of a security sub-committee* to *Formation of three subcommittees:* two related to AI and one to security was approved by Deborah Cours, and second by Mike Kwon, with no opposition.

4.0	Formation of sub-committees 1. Security Subcommittee The subcommittee is to provide strategic oversight, policy development, risk management, compliance, incident response, awareness and training, as well as coordination and communication on information security measures. Request to form a security subcommittee was approved by the committee with no opposition. Mike Kwon, Tommy Holiwell, and Rich Nelson volunteered to be participants of the meeting with Doug Cornell appointed to lead the subcommittee. • AI Subcommittee The subcommittee is to provide strategic alignment with the organization's objectives, resource allocation, risk management, review compliance and governance, as well as cross-departmental coordination for AI initiatives. The subcommittee will provide requests for campus-wide funding initiatives and for ITS alignment purposes. AI subcommittee was approved. This committee will provide recommendations to ITC to present to ITAC. Erin Pruitt and Rich Nelson volunteered to be members of the subcommittee. Chair Diniz indicated that we would need to wait for feedback from Academic Senate to see if they would like to see any changes.
5.0	New Business • Introductions Committee members introduced themselves. • Review charter and membership Charter and memberships were reviewed. No opposition. • ITC Roadmap o Review Priorities The committee was informed that there is no plan to cut down the Roadmap budget and reviewed operational expenses. Green highlighted items are new requests **ACTION**: Brian is to provide a breakdown of the Data Center Budget to the group. **ACTION**: Chris is to provide the Roadmap list to all on the committee via email for them to review items in detail, provide their requests, and rank in priority software to approve a final consensus Roadmap. • Approve Roadmap – not approved until a survey is provided to the group and voted on. • Enterprise Applications and Infrastructure Campus Phone Policy and Approach is at 74% completion. All classrooms have been transferred to a Zoom phone. Appreciation of the partnership during the migration was expressed. All campus phones should be transferred to Zoom Phones by the end of the first quarter in 2025. Kuali form is being used by 16 departments with apps and high visibility. Orientation check-in, enrollment process was also used with back-end database that can go into PeopleSoft and other software. • Academic Technology Updates Technology Engagement Center (Lab A) refresh is targeted by January 2025. This will provide access to gaming computers to students, and a social environment. 50% of the visits to Lab A were for eSport. There was 29% of engagement. September Lab A Visits: Total 1648; Academic Visits/Print – 492, Photo ID Visits – 338, and eSports Visits – 828. Upcoming classes refresh done by next semester: Laptops to SCI II 176, 56 PC's to Ref A/Ref B, AV 101, AV 124, ITV A, SCI II 239, VA 104, and SCI I 408. Canvas badging is in the works and credit through the software.

	• Support Services Updates STEP computer update: 110 surface laptops, 80 surface tablets, 50 iPad Air, and 33 of Dell laptops were checked out to students, for free, this semester. These are required to return at the end of their term. Marketing is sent out at the beginning of the semester and sent out throughout the year of the services ITS provides to students. Housing, the Library and ACS building have been upgraded to Transact/S2 control system. Replaced 600+ locks, and all will be Mobile Credential ready. Mobile credentialing is in progress, and this will enable RunnerID cards to be on devices (Smartphones and Watches). Integrated access will be to dining, laundry, dorm access, and other services provided by RunnerID. This will enhance security controls, and ease access to campus events.
6.0	Meeting adjournment was approved by Tommy Holiwell, and second by Monica Malhotra at 1:59pm.