Information Technology Council
Minutes

President's Conference Room
September 4, 2018, 8:30 a.m.

I. **Call to order/Approval of Prior Meeting's Minutes**

    a. Dr. Karen King called the meeting of the Information Technology Council to order at 8:30 am in the President's Conference Room, East Tennessee State University.

    b. Members present: Dr. Karen King, Anthony Johnson, Dr. William (Bill) Hemphill, Dr. David Currie, Andrea Di Fabio, Michaele Laws, Dr. Tony Pittarese, Margaret Pate, Dr. Debbie Dotson, Tisha Harrison, Tami Baker. Members absent with permission: Dr. Sam Mayhew, Dr. David Linville, Myra Jones.

    c. Karen King called for a motion to accept and approve the April meeting minutes as posted. Dr. Tony Pittarese moved for approval, with a second by Dr. Debbie Dotson.

II. **Action Items**

    a. Meetings with no Action Items – Karen King

        i. Should there be a meeting in months with no action items on the agenda?

        ii. The group consensus was held that meeting should occur each month, and in months with no action items a demo or area of highlight should be brought forward.

III. **Discussion/Information Items – Karen King**

    a. Windows Update – Myra Jones

        i. SCCM (Windows Software Center) is in place and ready to go for handling the distribution and testing of any windows updates or software upgrades

    b. Cyber Security Events – Andrea DiFabio

        i. October is Cyber Security awareness month, and ITS has put together some information and speakers for each of the weeks' different themes:
            1. Oct. 1-5; Make Your Home a Haven for Online Safety presented by Andrea Di Fabio
            2. Oct. 8-12; Millions of Rewarding Jobs in Cyber Security presented by Dr. Tony Pittarese
            3. Oct. 15-19; Everyone's Job to Ensure Safety at Work presented by Andrea Di Fabio
            4. Oct. 22-26; Safeguarding the National Infrastructure presented by senior leadership guest of the FBI

    c. Network Issues and Solutions – Andrea Di Fabio

        i. New firewall and connectivity have been separated from the old firewall and connectivity

        ii. No current hiccups with the new firewall and 10G connectivity in the residence halls and campus wireless

    d. 2FA Issues, Solutions, Communications – Andrea Di Fabio

        i. ITC and ITS volunteered to test the process

      ii.   It was determined that a communication plan needs to be developed with simple, step-by-step instructions

     iii.   Deploying in phases starting with users of highest risk, and finishing with students

e.   PASTA Monitor update – Karen King

      i.   Discussion with Internal Audit lead to them needing to do additional research

      ii.   This item continues to be tabled until further information is presented by Internal Audit

f.   ITC Approved Security Policy – Karen King

      i.   Security policy was approved through ITC and University Council

      ii.   Will go to the Board for final approval in September

g.   Acceptable Use and Privacy Policies – Karen King

      i.   Legal has completed the first drafts

      ii.   Andrea Di Fabio will revise when received

     iii.   To be brought back up as an Action or Discussion item in October.

h.   Adobe Creative Cloud Update – Karen King

      i.   There has been a campus push to make Creative Cloud available to all students for use on their personal devices

i.   TargetX Update – Andrea Di Fabio

      i.   Making progress with the online application for Graduate and Undergraduate admission

      ii.   Working on the technical aspects of the data as it moves from TargetX to ETSU Banner and back

     iii.   Official launch date currently unknown

j.   EAB/Royall Update – Myra Jones/Karen King

      i.   Targeting Online and Adult students

      ii.   Have agreed to extend the contract by one year at no additional costs due to unforeseen delays with implementation/roll-out

k.   THEC Data Submission Update – Karen King

      i.   The 6 LGIs have requested to THEC that each be allowed to submit its own data

      ii.   The change from TBR to LGI has also caused ETSU to pull out of the TNeCampus program except for 1 program

l.   RFP for ERP in 3 Years – Karen King

      i.   There are currently 3 years remaining on the state contract with Banner

      ii.   LGIs and TBR are currently in discussions regarding how to proceed

m.   Online MOU Update – Karen King/Myra Jones

      i.   Legal made a few changes to the agreement

      ii.   Revisions are back to Karen – currently awaiting Dr. Bach's revisions and/or approval

IV.   **Subcommittee Reports**

    a.   Web Steering Subcommittee – Michaele Laws

      i.   Remedy tickets – new goal is to allow the entering of one's own ticket and track the progress from start to finish

          1.   Tied in with SSO and AD

      ii.   Internal webpage and new calendar launching the morning of 9/14

b.   Research Computing Subcommittee – David Currie

      i.   ETSU has gotten a BAA with AWS to host and analyze HIPAA data

      ii.   Oak Ridge is currently seeing a growing wait time for opportunistic computing

          1.   Growing from approximately 24 hours to 5 or more days

      iii.   Met with Foundation last week to put the final touches on the Crowdfunding platform

      iv.   After the decision was made to discontinue the use of the Windows 7 image, there was a request for an install for old software

          1.   Windows 10 compatibility checker allowed for the installation of the older software on Windows 10 and proved to no longer need Windows 7

c.   Technical Subcommittee – Andrea Di Fabio

      i.   No report at this time

d.   Academic Subcommittee – Myra Jones

      i.   No report at this time

V.   **Old Business – None**

VI.   **Adjournment**

a.   Karen King adjourned the meeting at 9:42 am