# Information Technology Council

## Minutes

Zoom Meeting

December 7, 2021 – 8:30 a.m.

1. **Call to Order**
   a. Dr. Karen King called the meeting of the Information Technology Council to order at 8:30 a.m. in a Zoom Conference at East Tennessee State University.

2. **Attendance**
   a. The roll was called by Rhonda Broyles.
   b. Members present: Tami Baker, Joe Chappel, David Currie, Deborah Dotson, Tisha Harrison, Myra Jones, Karen King, Michaele Laws, David Linville, Candy Massey, Rob Nelson, Margaret Pate, Tony Pittarese, Charles Rodholm, Beth Wiley.
   c. Members absent: Bonnie Burchett, Lindsay Daniel, Bill Hemphill.

3. **Action Items**
   a. Approval of Minutes from November 9, 2021
      i. Karen King called for a motion to accept and approve the November meeting minutes as posted. Tony Pittarese moved for approval with a second by Beth Wiley.
   b. Email forwarding – Rob Nelson
      i. Currently 80 email accounts forwarding, has been through ITS security review, subcommittee voted by email, motion is from subcommittee, second by Tony Pittarese, motion passed, will move forward with the recommendation:
      Decision: *Networking/Security Subcommittee recommends to ITC turning off email forwarding for faculty and staff on February 1st. Notification to those currently forwarding email is to be communicated to faculty and staff before winter break begins and again near the beginning of the Spring 2022 semester.*
      ii. Creating an appeal process for departmental accounts for a case-by-case review to be approved by CIO after a security review, Karen will make an information item announcement at University Council next week, David Currie stated this is an outstanding technical risk on HIPAA Cloud annual risk assessment, David Linville suggested the communication should go to the 80 accounts only, Beth confirmed internal email account forwarding can continue.

4. **Information Items**

    a. Project Management Report – Candy Massey
        i. ITS Completed Projects (70)
        ii. ITS Unit Priority List (41 active)
            1. Will update reports each month, available on ITS PMO website, project threshold is 40 hours & over one month, shareable outcome measures

5. **Subcommittee Reports**
    a. Web Steering Subcommittee – Michaele Laws
        i. No report
    b. Research Computing Subcommittee – David Currie
        i. Sent out final notices that WIN7 will be blocked 1/15/22, project began in August 2019 and will end January 2022
        ii. Acceptable use policy to be brought up for review to make a recommendation to not tamper with credentials
    c. Security and Network Subcommittee – Rob Nelson, Charles Rodholm
        i. Admin access update on software solutions
            1. Final review of pricing structure this afternoon on the option with the most automation
    d. Banner Subcommittee – Chair Beth Wiley
        i. Meeting later this week, upgrades, patches, document imaging system migration
        ii. Degree Works update after graduation
    e. Academic Subcommittee – Myra Jones
        i. No report
    f. Data Governance – Joe Chappell
        i. No report

6. **Discussion Items**
    a. ERP update
        i. Discussion with Governor today
            1. Call with Governor, UT & LGI Presidents regarding funding
        ii. Proposal is 20 million for ETSU
            1. Estimate is 18m over 5 years, should be enough to pay for Implementation and License
        iii. UT is in final stages of vendor decision
            1. Decision expected before end of year
        iv. ETSU will be in the first cohort
            1. Would start in July
        v. Readiness assessment quotes are under consideration
            1. Waiting until vendor is selected
    b. ITC Governance Report from Huron

i. See attached, review and reflect on, bring forward implementation at next month's meeting
　　c. Housing Managed Services Update
　　　　i. Campus residence hall wifi is on schedule, started last week, to be completed on 12/17, changing network to Apogee, a managed service, moving from wired to wireless, will be on a separate network, will have their own help desk, will replace cable with streaming service, will run parallel for Spring, Bonnie has expressed some concerns, Apogee follows up with student issues within a few hours and provides USB devices for PC's if lost jack in room, trying to focus on least impactful areas during dead week and finals week, Karen met with SGA on 11/23 to announce changes and will follow up with SGA
　　d. Z drive migration this month
　　　　i. Migrate to One Drive account for students, 1TB from MS for free, Z drive will go away, files will not be deleted, communication has already started
　　e. Still moving forward with security roadmap
　　f. Chief Information Security Officer (CISO) job posted today
　　g. Pellissippi State network down yesterday, notification on TBR site
　　h. Sustainability announcement regarding shutting down computers over winter break
　　i. Google business listing phishing calls received


7. **Old Business -** None


8. **New Business, Announcements, Updates** – None


9. **Adjournment**
　　a. The meeting was adjourned at 9:28 a.m.