

Academic Technology Advisory Council Minutes
Monday, January 8, 2018
Barge 304, 3:00-4:30

Attendees: Coco Wu, Chris Schedler, Tina Short, Doug Ryder, Justin Carroll, Brian McDougall, Calisa Cruse, Mark Samples, Bill Thelen, Zebulin Evelhoch, Yvonne Chueh, Shawn Reichert, Julie Bonner, Ping Fu

Absent: Mel Palm, Kevin Archer, Lindsey Brown

1) Review of 12/6/17 meeting minutes

- a) D. Ryder moved to approve, B. Thelen seconded, minutes approved.

2) Information items

- a) Taskforce Updates
 - i) Des Moines DE upgrades have been completed, starting Pierce now.
 - ii) Classroom Technology Workgroup
 - (1) Completed 3 rooms in Black, with remaining 16 rooms upgraded throughout the year.
 - (2) Science I classroom upgrades will start Winter 2019.
- b) EISC Update
 - i) Discussed conflict of interest platform for tracking issues that faculty and staff might have. Did an RFI, found 2 vendors, may need to do an RFP.
 - ii) Discussed request for funding to move into the new data center.
 - (1) Approximately 2 million needed for the whole transition. Funding is available from the Samuelson contingency budget.
 - iii) iCat improvement project will review improvements to systems in HR and Finance.
 - iv) Discussed data warehouse expansion, new director of IE brought in knowledge and documentation for strategic data and data integrity for decision making.
 - v) DocuSign pilot has finished for housing, 730 applications were completed, 300 of which done within 24 hours vs. a typical 2-month time for completion.
 - (1) Looking at enterprise solution for \$60,000/yr.
- c) BTAC Update
 - i) Discussed digital interface for custodial level agreement, which would allow requests for different levels of custodial services to be made by departments.
- d) IS Update
 - i) Discussed faculty/staff migration to cloud for O365.

3) DE/WebEx Update

- a) Discussed DE rooms in Samuelson.
- b) Discussed room schedule upgrade for campus and Center locations.
- c) Discussed web-conferencing tools available for students, staff, and faculty.
 - i) Discussed international students and web-conferencing capabilities.

4) Media Equipment Policy

- a) Worked with Library, MEC, and Student Union to update the policy. Defined media equipment, delivery requirements, and updated responsibility from MTIS to ATMS.
- b) Discussed whether Student Tech Fee would fall under this policy, it does not.
- c) Policy will go to EISC and the UPAC for final approval.

Next Meeting:

Monday, January 29, 2017

Barge 304, 3:30-4:30