

Business Technology Advisory Council Meeting Minutes

May 18, 2016 (Wednesday)

2:00 – 3:00 pm Barge 412

Present: Adrian Naranjo, Chris Huss, Jamie Thomas, Jared Jakeman, Joel Klucking, John Swiney, Lindsey Brown, Nina Oman, Richard DeShields, Shane Scott, Staci Sleigh-Layman, Tim McGuire, Tina Short, Todd Mildon, Jenny Grayson, Lori Chrismer

Absent: Kelley Christianson, Jill Hernandez, Steve Wenger, Sue Noce

Agenda Items:

I. Business Cases:

AiM IQ Enterprise & AiM Lock Management Modules

Two business cases were presented by Facilities Management. FMD is reorganizing around the AiM system within Operations. The current AiM system is highly functional but other modules would assist in providing additional services to CWU. FMD is requesting to purchase the AiM IQ Enterprise and Lock Management modules in an effort to more fully integrate existing systems (IMWS and CMMS). The IQ Enterprise Module would allow for fully integrating reporting for all of FMD's operations within the AIM IMWS system. By using the data within the AIM system, FMD will be able to better manage the department's work functions and determine possible efficiencies to be implemented.

The Lock Management Module would more fully integrate all of FMD's operations into the AiM CMMS system which would provide a better enterprise wide solution for collection, maintenance and distribution of keys and various locking and security systems in buildings and rooms across campus. The current system is not compatible with the AIM system. The proposed solution will provide an automated on-line request for issuing keys to campus departments and is integrated with AiM.

Jamie Thomas suggested single sign-on through MyCWU.

Joel Klucking moved to approve, Todd Mildon seconded, all in favor, request approved.

II. Updates/Approvals:

ATAC Updates:

- DE rooms at the Des Moines and Lynnwood campuses are being updated with new hardware. Richard DeShields would like Wendy Holden in Disability Services to be included on the changes at the branch campuses.
- Faculty180 is continuing to develop documentation for workload processing and cleaning up data. A new chair, KeKe Wu, has been elected and will start in the fall.
- Greg Harvill provided an IS update at the last ATAC. The standard email, first.last@cwu.edu is now in use. This has cause some issues with other systems (e.g., with Panopto). IS is resolving any issues that have come up. They are looking at Outlook conference rooms names that are public for consistency in naming styles. They are also working on the new PC re-order plan. IS has been notifying departments that use a lot of network storage (more than 500 gigs) and providing them with a plan to purchase low

cost storage. Science phase II update, they are moving in new furniture now, staff will move in July and will open for fall. Samuelson has the same contractor as Science phase II.

EISC Updates:

- Talked about the replacement for ITV.

III. Other Business Items:

Next Chair Discussion

Adrian Naranjo volunteered.

Joel Klucking moved to approve, Richard DeShields seconded, all in favor, approved.

Adrian Naranjo will be the next BTAC chair beginning July

Approve April 20th Meeting Minutes

April 20th Meeting Minutes: John Swiney moved to approve, Nina Oman seconded, all in favor, minutes approved.