Minutes

In Attendance:

Matthew Adjin-Tettey  Allison Calhoun-Brown  Krista Graham  Samir Majmundar  Phil Ventimiglia
Tracy Adkins  Yu-Ping Chen  Mark Graves  Robert Maxwell  Lee Webster
Saadh Ahmed  Kris Clark  Glenn Harrison  Ewa McGrail  James Williams
Fabien Baron  Terry Decker  Xiao Chun He  Shao-Chieh Ou  Yongsheng Xu
Kim Bennett  Charlette Deloach  Kevin Hsieh  Samantha Parks  Che-Hao Yeh
A. Faye Borthick  Michael Diebert  Earl Hudson  Victoria Rodrigo
Philip Bruce  Latonya Edwards  Susan Laury  Matthew Rowles
Amy Bruni  Denise Floyd  Crystal Maddox  William Simson
Brendan Calandra  Chris Goode  Jeffrey Mahr  Tu Tran

CALLED TO ORDER

APPROVAL OF MINUTES

Motion was made and seconded to approve the minutes of November 12, 2020, as presented.

IIT MONTHLY REPORT

Phil Ventimiglia reported the following:

- Cybersecurity continues to remain a high priority. Higher education remains a large target for data breaches. IIT Cybersecurity prevention methods continue to be improved.
- An email went out to the GSU staff and faculty. The email contained a link to Cylance Anti-Virus. The software is available on the IIT website. The software can be downloaded on up to ten (10) PCs, both Macs and Windows. With more staff working from home, utilizing Cylance is encouraged to help with security of the network.
- IIT will begin rolling out DUO multifactor to VPN connections, later this year.
STF VARIANCE REPORT

Dr. Goode approved a request from the Music Department. The request was a simple line item switch from one music educational software to another, in an amount under $10,000. The department wanted to change licenses from a program called Music First to a program called Smart Music. Both programs listen to students as they play and flags their mistakes.

STF PROPOSAL UPDATE

Amy Bruni reported that the deadline for spending FY21 funds has been extended until June 30th, the end of the fiscal year. She summarized the STF proposal and funding process for new members.

Requests for STF proposals for FY22 are underway. The deadline for proposal submissions is February 5th. After February 5th, the submitted proposals will go through a cleanup process. The voting period for FY22 proposals begins on February 15th and will last through March 5th. This is an important period for Unit Coordinators, and the formation of the voting committees should be underway. Once the voting is done, IIT and Department Chairs advise on the proposals that were voted to be funded in FY22. This happens around mid-March. FY22 Unit Coordinators contact potential awardees to verify the foreseen cost impacts, and to make any updates to the itemized spreadsheets within the proposals.

The Senate IIT committee will meet on April 8th to vote on all submitted proposals. The submitted proposals will be made available for committee members to review before the April 8th meeting. The proposals then go to FACP for their review, and then goes to the President.

Dr. Goode stated that the voting committees are required to be made up of 50% student representation. For FY22, the Senate IIT Committee is asking the units identify which programs their students are in, whether an undergraduate or graduate program. Units generally reach out to Department Chairs and Directors for recommendations of students to serve on the voting committee. There is no policy on how the students are chosen, just the requirement of 50% representation of students on each committee.

Dr. Goode also mentioned alternate funding options that are open to proposals. The funds mentioned were the Innovations Fund and the IIT Fund. Information regarding these funding options and all of the tech fee funding can be found on the Student Tech Fee website (https://solutions.technology.gsu.edu/tech-fee-funding-options/).

REQUEST FOR TRANSFERRING STF PROJECT FUNDS TO ANOTHER PROJECT

Tracy Adkins asked the committee to approve the transfer of funds from two projects:

- The Innovation Fund award, in the amount of $84,500, was awarded to fund graduate students to do some development work against the Learning Management
System. However, the staff required to manage the graduate students had their priorities shifted to managing iCollege and the increase to online learning due to the pandemic.

- The Technology Education Programs award is funded through the Perimeter College Institutional Mandates. The award, in the amount of $19,252, was set to be used to fund Perimeter College’s Campus Movie Fest. The on-campus event was cancelled due to the pandemic.

Lee Webster has an Innovation Award around $165,000. The award had been set aside to build out new simulcast environments in the downtown campus. Lee has been working with stakeholders and the Registrar’s Office to identify a really impactful space to have more blended, synchronous learning. They identified Urban Life 220 as the space. It is the biggest and most utilized auditorium on campus. Urban Life 220 is one of the oldest spaces on campus and would require a lot of work. The added funds would greatly help with the renovations needed in the space, especially the ceiling. Discussion ensued.

**Motion:**  
A motion was made and seconded to approve CETL’s variance request to transfer $84,500 and $19,252 to the Simulcast Innovation Fund. Motion passed unanimously.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:30 AM.

Respectfully submitted,

Joyce Carroll