



Senate Information Systems & Technology (ISAT)
Thursday, September 26, 2013
1:30 PM
1103 Commerce Building

Minutes

In Attendance:

Julian Allen	Gennady Cymbalyuk	Shiferaw Gurmu	Bill Walsh
James Amann	Denise Floyd	Steve Harmon	Michael Weeks
Chara Bohan	Stuart Gerber	Daniela Natal	Sallie Wright
Keith Campbell	Markus Germann	Dominic Parrott	Michael Wyatt
Brennan Collins	Bill Gruszka	Keith Sumas	

CALLED TO ORDER

APPROVAL OF MINUTES

Motion was made and seconded to approve the minutes of August 15, 2013, as presented.

MONTHLY IS&T REPORT

- Sallie announced that the Kivuto Digital Software will launch next month. This program will allow the campus to download software offered by the University, instead of purchasing a CD.
- Sallie announced that October is Cyber Security Month. IS&T will be sponsoring events to farther educate the campus about protecting their information on electronic devices. Also, IS&T will be hosting a Cyber Security Day and inviting guest speakers.
- Sallie announced that IS&T will be conducting a Roadmap meeting, which will highlight all IT projects. The campus will be invited.
- Sallie reported that IS&T is helping the University Library with CURVE. She, along with Dr. Palm, Dr. Weyhenmeyer, Bryan Sinclair and Dave Fraboni, visited North Carolina State University. They toured NCSU's library and met with their counterparts. It was a very successful trip. Discussion followed.

- Sallie reported that on September 25th at 3:41 AM, a switch fell which caused outage of the campus' internet service, email and telephone systems. Everything was restored around 9:30 AM that morning.
- Sallie gave a brief update on the following projects:
 - a) Active Directory
 - b) Patch Management
 - c) PhishMe.com will be activated in the next few days.
 - d) The Alpharetta Data Center should be completed by October 2014.

RECOMMENDATIONS FOR STUDENT TECH FEE PROCESS

James Amann began his presentation by giving a brief history of the old and current Student Tech Fee (STF) processes, and the rationale behind said practices/processes. James is proposing the following to enhance the STF process:

- Align department/unit requests to available funding
- Create smaller committee voting within each unit
- Assign a tech fee coordinator to each unit

James also reviewed lessons learned:

- Better central communications to entire community
- Direct applications to their local coordinators and central process documents
- Coordinate best practices for voting (ensure process is standard across all units)
- Unit voting and selection records (coordinators will submit detailed minutes)
- Workflow tool for future use (possible development of using SharePoint)
- Answer questions of funding flexibility

Dr. Harmon commented that he thought the new STF process went very well. He acknowledged that he received requests for substitutions, which he determined on an individual basis. A lengthy discussion followed as members asked questions concerning the role of coordinator, unit committee participants and key dates.

Decision/Outcome:

James will distribute his presentation to committee members for review.

USE OF TECH FEE SWEEP FUNDS

Dr. Harmon stated that Tech Fee is one of the few organizations that can roll over funds. He wants the committee to address how roll-over funds should be distributed. He asked the committee for approval of College of Law's request. Dr. Harmon also posed the questions:

- 1) What to do with swept funds?

- 2) How to address small units that have a one-time need and request a large funding amount?

A lengthy discussion as members posed questions and made suggestions concerning roll-over funds and special requests.

Outcome/Decision:

- *Dr. Harmon stated that he wanted the committee to vote next month on how to accommodate small units that make special requests to roll-over funds and how to distribute roll-over funds.*
- *Dr. Harmon asked Bill Gruszka to draft his recommendations and send to Committee members for review before the next meeting.*
- *Dr. Harmon asked members to come prepare to recommend FY 2015 percentage allocations to colleges and administrative units at the next meeting.*

MANDATORY STUDENT FEE COMMITTEE

Dr. Harmon announced that he is on the Mandatory Student Fee Committee. This committee determines and/or approves the amount of fees students will pay. Dr. Harmon stated that ISAT could propose increasing Student Tech Fee, which is now \$85 per semester. He asked for committee for their thoughts or concerns. Discussion ensued.

Outcome/Decision:

Committee members concurred with the recommendation that Dr. Harmon ask for an increase in Student Tech Fee and see what happens.

UPDATE ON CIO SEARCH

Dr. Harmon announced that he is on the search committee for a *Chief Innovation Officer*. This is a new position which will replace the Chief Information Officer. Another new position, *Chief Technology Officer*, will be created and will report to the Chief Innovation Officer. Other members on the search committee are: Peter Lyons, David Forquer, Gregori Faroux and Chip Hill.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:30 PM.

Respectfully submitted,

Joyce Carroll