Minutes
Information Technology Committee
October 8, 2009

Attending: Lynnwood Belvin, Victor Bissonnette, Brian Carroll, Penny Evans-Plant, Lauren Fenner, Marla Gilreath, Paul Kapitza, Sherre, Harrington, Aaron Jermundson, Cameron Jordan, Curt Hersey, Tom Hocut, Martha Reynolds, Scott Shank, Jerry Trammell, Jeremy Worsham

The meeting was called to order at 1:00 by the chairperson Curt Hersey. After introductions, he gave an overview of the nature and mission of the IT Advisory committee.

Updates

Scott Shank explained the managerial organization of the Office for Information Technology – that Penny Evans-Plant, Scott Hocut, and Alan Robinson would manage IT at Berry and that each would report to his office. There is currently no plan to hire a CIO to direct the OIT.

Old Business

Scott Shank and Penny Evans-Plant discussed the feasibility of switching some of our SPSS licenses from the Windows to the Mac platform. Because of the extraordinary cost of switching platforms, this move is not feasible at this time.

Scott Shank discussed the current progress of the "3 year roadmap" for IT development at Berry. He emphasized the collaboration between IT and academics and called for input from the faculty that would highlight academic IT needs.

Penny Evans-Plant discussed the current state of the PC replacement program. She informed the group that $150,000 has been budgeted this year for PC replacements – down from the $300,000 spent last year but more than the $100,000 spent the first year. These funds will purchase 305 new machines for this year. She mentioned that all Mac purchases are made at one time at the end of September and that departments should plan accordingly. Finally, she reiterated that this program is focused on PC replacement, and that new PC purchases still come out of departmental budgets.

Scott Shank and Martha Reynolds discussed efforts to survey the Berry community on IT issues. The group reflected on the potential for examining past survey data and collecting future survey data from faculty, staff, and students.

Sherre Harrington, Aaron Jermundson and others discussed the possibility of creating a digital laboratory at Berry -- this would involve equipment checkouts, a laboratory with multimedia computers, and providing expert advice and training to students using the lab. The group discussed the difficulties with checking out delicate equipment, who might fund such a laboratory, and where it might be housed. It was agreed that a subcommittee would explore the feasibility of creating a pilot digital lab that would be run through the library. This sub-

committee includes Penny Evans-Plan, Marla Gilreath, Sherre Harrington, Lynnwood Belvin, Aaron Jermundson, and Curt Hersey.

<u>New Business</u>

Scott Shank discussed the recent transfer of all student and alumni e-mail accounts to an outside service provider. In addition, he made it clear that there are no plans to migrate faculty or staff e-mail accounts off campus. Tom Hocut discussed our plans to upgrade our mail server to Outlook 2007 and the possibility of expanding mailbox size during this migration.

Penny Evans-Plant discussed the current state of Jenzabar upgrades. We currently receive one major upgrade per year, and service packs with minor upgrades in between. Currently, we are running the most current version of JICS. For our next upgrade, we will load the newest version of JICS on a test server, test the functioning of the software, and then copy the software to our main server over the holiday break.

Tom Hocut discussed future upgrades to our networking services. We will improve our bandwidth and our networking equipment. Our current contract for internet services expires January 31 and we will be selecting a vendor at that time. We are working to streamline the network "metering" that occurs on campus (e.g., transferring videos peer-to-peer has a very low priority, whereas, receiving e-mail and internet information has a high priority).   Faculty should bring attention to classroom need (e.g., video streaming) to ensure the rapid and smooth access of data in the classroom.

The meeting ended at 2:00.

Minutes respectfully submitted by Victor Bissonnette