**IT Committee Meeting**

**11/19/20**

**Minutes**

**Committee members:**

|  |  |
| --- | --- |
| Dan Boyd  | Tom Hocut  |
| Will Donnelly  | ~~Cameron Jordan~~  |
| Basil Englis  | Chang Pu  |
| Penny Evans-Plants  | David Slade – joined late  |
| Adam Fleck  | Brenden Smothers  |
| ~~Sherre Harrington~~  | Zack Taylor  |
| Curt Hersey  | ~~Jeremy Worsham~~  |
| Paul Hoagland  |    |

Volunteer for minutes: Curt Hersey

**Agenda:**

Approval of Oct Minutes (located on VW).  approved thru acclamation.

Podcasting Equipment Access (Curt)

* Communication and Viking Fusion have seen increase in departments and individuals asking to use equipment to record a podcast. Much of their equipment is curricular or used by Viking Fusion. Library maintains some basic AV equipment for checkout. Podcasts are becoming more popular, no central location, no support. Resources – professional mics, soundproofing.
* Table until next meeting to discuss with Sherre and Jeremy. Could it be located in the Library? Talk to advancement about funding? Does Music dept already have sound proofing location?
* Cost? Computer with Adobe suite, mic, sound proofing. <$1000.

Information Security Update (Dan)

* Training platform change – switched from KnowBe4 to SANS. Happy to get you signed up!
* MFA!!! MFA!!! -  Netops is still rolling out MFA. Encourage everyone to sign up.
	+ Basil – using MFA from home office and getting multiple authentication requests. If we want people to comply, it can't be a burden. Tom – over 1/3 of the campus is on MFA. Basil will put in a work order and someone will remote with him to see if we can resolve.
* “Report Email as Phishing” button – please use the button to report the emails rather than simply deleting them. If you run Windows and are using Office 2016, the button does not work. We can update your Office to 2019.

User Support Update (Paul)

* Classroom Upgrades and Training – 18 rooms scheduled to be upgraded starting Dec 7 and hope to be complete before Christmas. Need to provide training to all faculty Jan 7 – 15. Working with Jen Ngetich on proper content for training sessions. Welcomes any suggestions you may have. A few Swivl installs but the 18 rooms are all integrated installations.

General Announcements (Penny)

* Tom Hocut will be retiring the end of the year – currently advertising for his replacement and would like a representative from the IT Committee to serve on the search committee.
	+ Will require a commitment over the break.
	+ Penny will ask Sherre/Jeremy. Chang may also be interested.
* Tyler Tilton will be leaving Berry and going to work for Harbin Clinic – his last day is Nov. 27.
	+ Search for his replacement will not occur until new hire is in place after the first of the year.

Respectfully Submitted,

Penny Evans-Plants

Curt Hersey