**Minutes of the Information Technology Committee**

September 29, 2022

Present: Victor Bissonnette, Dan Boyd, Amy Cornelius, Casey Dexter, Belinda Lady, Penny Evans Plants, Matthew Lee, Jason Murphine, Daniel Sipocz, Jeremy Worsham

Old Business

* The minutes from our April meeting were approved.
* We elected Matthew Lee to be the chairperson of the IT Committee for the 2022-2023 academic year.

New Business:

* We discussed software costs and cost-cutting efforts on campus. Currently, we spend a lot of money on software, so we are evaluating many software license agreements to look for savings. We are concerned about possible increases in our cost for Canvas, Jenzabar, and other major software platforms that we depend upon.
	+ We will be exploring alternatives to SPSS – Victor Bissonnette will research two alternatives and report back to the group.
	+ We will research alternatives to Kaltura – e.g. Canvas Studio, Vidzmo, and others
	+ We will evaluate GoReact, and consider alternatives such as VALT
	+ We discussed how much “leverage” we might have with different vendors to motivate them to offer us lower prices. This is a difficult issue: we would have to be willing to walk away from one system and transition to another
* Victor Bissonnette offered a brief verbal update on SPSS alternatives:
	+ Blue Sky – very similar to SPSS – likely an easy transition from SPSS for basic analyses that we teach in classes and elementary analyses in research.
	+ Rapid Miner – different approach – a much more significant/difficult transition from SPSS
	+ Future discussion- we can likely find alternatives that could work for most users. However, some users will insist on SPSS. It’s likely that a future solution will be a hybrid approach: transition many users to an alternative and provide SPSS to those users that must use it.
* We agreed that we should start by creating a committee to evaluate Kaltura and the alternatives. We discussed which members should be included.
	+ We discussed how, since we would likely want Jen Ngetich on this sub-committee, should we invite Jen to be a regular (i.e., ex. officio) member of the IT Committee?
	+ This became a motion approved by the committee – to invite Jen Ngetich to be a member of the IT Committee.
	+ Victor Bissonnette agreed to check with Teacher Ed (e.g., Monica Willingham or Carolyn Stufft) for potential volunteers to evaluate VALT as an alternative to GoReact. Nursing is using VALT because they are unable to use GoReact.
* We heard updates on network functionality and cybersecurity efforts on campus:
	+ WiFi functionality is improving rapidly. We had a very rough beginning to the school year, but the IT crew worked overtime to fix a lot of things in a short period of time.
	+ However, getting new equipment is still very slow because of supply chain issues.
	+ Overall, most issues seem to be fixed and the networks are running well
	+ We briefly covered a number of our future efforts for increasing cyber security:
		- e.g., mandatory training for faculty/staff, having a designated security officer, evaluating our risk and having outside evaluation of risk, working with our vendors, having an incidence response plan…
* We discussed obtaining cybersecurity insurance – some of our initiatives address this need – e.g., the Artic Wolf software that we’ve installed
* We heard about a significant Jenzabar update – this must be done before online registration
* We briefly discussed scheduling for our meetings, and ended this meeting at 5:00.

Minutes recorded by Victor Bissonnette.