**IT Committee Minutes**

February 10, 2022

Present: Victor Bissonnette, Dan Boyd, Jacob Caldwell, Amy Cornelius, Will Donnelly, Basil Englis, Penny Evans-Plants, Curt Hersey, Cameron Jordan, Belinda Lady, Jason Murphine, David Slade, Brenden Smothers, Jeremy Worsham,

Minutes from the Nov. meeting were approved.

**Old Business**

Miso Updates (Penny)

* Email reminders sent to participants. Survey closes Feb 15th

**New Business**

One Drive Issue (Victor)

* Update to OneDrive resulted in local files being deleted for MAC users. Access remains to files in the cloud, but for users who may be working without internet access, this is problematic, especially since no warning or permission was requested prior to deleting local files. MAC Support could provide a document for guidance on how to return files to local storage.

Canvas Issue (Curt)

* While adding comments to student submissions, Canvas will time out and delete comments before it can be submitted. Others had experienced intermittent issues with Canvas, but was usually limited to a few student submissions and not persistent. It was suggested to download the files, add comments, and then upload the files back to Canvas.

Microsoft Authenticator Concerns (Curt)

* Concerns about faculty using their personal cell phones for MFA for classroom computers. There are other options, such as using an office phone, that faculty members can use in place of a personal cell phone. While the use of a cell phone in the classroom may be inconvenient, the benefits of MFA outweigh the inconvenience.

Security Update (Dan)

* Managed Security Package
	+ Purchased (as part of compliance with federal regulations); Doesn’t collect personal info; Runs in background, no icon in tray to see running; Doesn’t run scans / shouldn’t take up resources from computer; Watches for issues, reviews logs, and alerts of issues found
* Training
	+ Based on survey results, twice a year security awareness training was selected to take place in March & September for 20-25 minutes each. Rollout expected for March 2022.
* Network Segmentation
	+ Isolating of machines / devices that aren’t controlled by Berry, such as student machines, phones, personal faculty / staff machines; Should not be noticed by the end user (bandwidth remains same), but provides additional security to Berry owned devices; Helps lower insurance premiums; Will need to address access to printers from personal devices; Goal to implement this summer

Network Update (Jason)

* Storage Area Network (SAN) Update
	+ installed over winter break, >98% of servers migrated
* Wireless & Switches
	+ Updates in library completed ; Currently addressing tickets for wireless issues in other locations.

Classroom Updates (Amy)

* Green 326 - power supply issue affecting camera fixed
* Lau 113/116 - replaced computer and replaced hovercam
* MAC 233 - upgraded wiring to HDMI
* Hovercams on MACs in Cook / Laughlin to be replaced as computers upgraded

Interlibrary Loan (Curt)

* When requesting through ILL, if ebook is available, order will be canceled. Jeremy Worsham is looking into this to see if request can be modified to get more feedback before automatically cancelling. This will be discussed with the library committee.