**Information Technology Committee**

Minutes from 9/24/15

In attendance: Christine Anton, Basil Englis, Penny Evans-Plants, Sherre Harrington, Curt Hersey, Matthew Hinson, Tom Hocut, Jessica Hornbuckle, Cameron Jordan, Charles Krause.

Curt Hersey called the meeting to order at 11:30am. Minutes were approved by acclimation.

**Old Business:**

None

**New Business:**

1. IT Survey Instrument – Penny Evans-Plants asked for feedback from committee members on the survey, which will be distributed in February.
	1. Victor Bissonnette, via email, suggested asking a question of all users about how many devices they use on the network and what OS their computer runs. Tom Hocut pointed out that OS information and every device that accesses the network can be culled from current network statistics.
	2. There was a question whether users can add a comment after the core questions; Penny confirmed users have that option.
	3. Basil Englis shared that he has heard numerous reports of technology not working and asked if those sentiments are being captured by the survey instrument. Penny Evans-Plants pointed out that IT wants all users to report technology problems. Anecdotal discussions of technology reliability and response followed. The committee agreed to add a question asking if users have had one or more problems that they were unable to solve themselves and did not report to IT, followed by an open-ended question asking those who responded yes why they did not report the problem.
	4. Basil Englis suggested that classroom technology problems should be given priority by IT. Penny Evans-Plants confirmed that classrooms are given top priority by IT, but sometimes instructors do not want to be interrupted to remedy the problem during class time.
	5. The committee agreed to remove the Berry question about reporting the number of devices users have on the network, since this information can be taken from network data. Removing the question also prevents making the survey longer.
2. Basil Englis asked if IT knows who is using which version of Skype, as the newest version has features not supported in older versions, and the Business School is using those features in its MBA program. Penny Evans-Plants says she has that information and that instructions were sent to Dr. Englis for him to distribute to students. All students have access to download Office 2013 at no charge to get the newest version Skype.
3. Basil Englis asked how the network filters junk email. He reported emails related to a multi-institution research project he is working on were filtered before they ever reached his email account. His project is related to “online dating” sites and Tom Hocut reported that certain phrases likely triggered the spam filter. Several faculty raised concerns that research related to certain industries and topics might also trigger those filters, such as fan communities as well as prostitution. Tom Hocut will look at options that would allow faculty to “opt in” to receiving spam to their individual local junk email and will report back at the next meeting.

Meeting was adjourned at 12:10.

The next IT committee meeting will be Oct. 22 at 11am.

Minutes submitted by Curt Hersey.