**IT Committee Meeting Minutes**

**OIT Conference Room**

September 6, 2018

In attendance: Chang Pu (chair), Anne Marie Marshall, Penny Evans-Plants, Basil Englis, Tom Hocut, Cameron Jordan, David Slade, Jeremy Worsham, Daniel Sipocz, Daniel Boyd.

Meeting called to order 3 p.m.

April 26, 2018 minutes were approved.

Introductions for new committee members.

**Old Business:**

MISO survey results:

* These surveys are done every other year with this year being the first year using MISO
* The two most significant items in the survey that respondents identified as less than satisfactory were wireless on campus and the learning management system. Both of which are being addressed in on-going action.
* Tom updated how wireless concerns are being addressed: there’s been an increase in staff training and troubleshooting this year. His staff continues work on coverage. They’ve gotten dorms to a good place and are addressing Evans Hall next as a priority but use work orders to identify other priorities.
* Bandwidth has been increased by 50% and there is a plan in place to make another increase prior to the end of the academic year.

**New Business:**

Canvas rollout:

* Canvas is being rolled out in three phases. The Canvas Rollout Committee will meet soon to solidify dates in regard to the next steps.
* Next steps include: review, and implementation of feedback for early adopters (phase 1 of roll out); design/schedule/recruitment/implementing Canvas for more faculty in the spring (phase 2); and a similar process for summer 2019 when all faculty will adopt Canvas ahead of the 2019-2020 academic year.
* Early feedback is positive. Anne Marie reports there’s no pushback on the switch

OIT Strategic Planning (preview)

* The committee will soon receive an email with revised Vision, Mission, and Core Values
* The external review in May broke into 3 themes: 1. Partnership building/communication and governance 2. OIT operations and capacity building 3. Institution-wide technology strategy, roles and responsibilities.

Security and Privacy

* In response to recommendations made by the external review, Dan Boyd has been shifted from Network Operations to create a dedicated security officer. This is an effort to be less reactive and more proactive.
* Relationship building is being addressed with more (and new) scheduled meetings with faculty, staff and student groups to increase communication

Dan Boyd provided an overview of what he does in the new position and his plans for increasing communication, being more proactive to defend against threats, and the awareness and training that he is implementing.

* Risk assessment, passwords, online safety and policies were discussed.
* There will be upcoming security awareness training, community outreach coming from Dan and team.

Meeting adjourned at 3:54 p.m.

Respectfully submitted,

Daniel Sipocz