IT Committee Meeting

Friday Nov. 22

2-3 p.m.

Laughlin 121

Meeting Minutes

In attendance: Chang Pu, Penny Evans-Plants, Basil Englis, Zach Taylor, Daniel Sipocz, Tom Hocut, Dan Boyd, Sherre Harrington, Jeremy Worsham, Paul Hoagland, Matthew Lee, Samuel Doster and John Wills (student SGA reps).

Meeting called to order at 2 p.m.

1. Approval of minutes
2. Old Business:
	1. Kudos were given to Sherre Harrington for completing final proofs of the MISO survey in which she caught a classification error with the nursing program. The result was the addition to nursing to the Charter School drop down menu.
	2. The MISO survey launches in February, remain open for 14 days to gather data.
	3. Penny reports that she had received IRB approval to administer the MISO survey as planned.
3. New Business:
	1. Security updates: Dan Boyd reports that Berry is heading toward achieving the goal of 100% users logging onto computers with multi-factor authentication. No mandate has been set and no timeline to complete this goal has been identified as of yet. Dan tells the committee that Microsoft’s technology hasn’t advanced enough to support the goal but he anticipates the technology to get there.
		1. Windows 7 support ends in January. Fewer than 100 computers on campus haven’t upgraded to Windows 10, which is a significant security concern. OIT will be working with these users to upgrade before Windows 7 support ends, opening up security concerns.
	2. Idle workstation locking – scheduled for Jan. 6 in which computers will lock after 10 minutes of inactivity to prevent people from using computers without consent and protect privacy.
		1. Classroom machines were flagged for exemptions and OIT does not expect any hiccups. If your instructor computer has an issue with locking during class, please contact computing.
			1. Media players should be recognized as activity
	3. Kaltura storage update: Emails were drafted to send out about the storage issue. All files relevant were flagged and emails were to be sent out over the weekend warning faculty about files at risk of being removed. Faculty have 21 days to open, play, or archive the files in question to save them.
	4. Service catalog project: This is a catalog that covers all the services offered by OIT.
		1. Collection of all the information is underway to find ways to better serve the Berry community.
		2. OIT will work on automating as many things that makes sense to increase speed and efficiency in service.
	5. Viking Web usability surveys have also been sent out. The goal is to identify trouble areas so OIT can attempt to make Viking Web more user friendly.

Meeting adjourned at 3 p.m.