

Technology Advisory Council

November 12, 2019 Minutes

Attendees: Courtney Bentley, Marcus Lane, James Pope, Cassie Raulston, Sheila Brandt, Brian Prady, Amanda Fox, Susan Hayes, Josh Miller, Kris Mascetti, Kelly Garrett, Lisa Brown, Deborah Braswell; Kathy Adams

Non-attendees: Tim Nash, Lanie Bell, Doug Smith, Brendan Beal, Kira Thomas, Craig Gray

I. Welcome

II. *Minutes from 10/7/19 TAC Meeting - Approved

III. - Guest Presentation

- a. Intersection and requirements of the new 01.011 with the Data Governance Policy (01.009) – Kathy Adams: Clarification on where to store data (Storage and Standards subcommittee) should be determined.
- b. Faculty Senate request for additional student email capability. See *IV b ii* below.

IV. Subcommittee Reports and Actions

- a. Academic Support – Lisa Brown No updates
- b. Digital Communications – Courtney Bentley
 - i. Website update – Graduate web pages to be updated by Spring 2020.
 - ii. Update on Vallo Voice survey results. Survey results showed that 76% of respondents preferred the current format and 70% preferred the current frequency of Vallo Voice communications. Based on these survey results no changes are currently recommended.
 - iii. *DCC recommendations faculty email permissions – Based on Vallo Voice survey comments, 14 out of 66 respondents felt that Faculty should have access to send out emails to all fac/staff. DCC recommends allowing Deans to have access for all faculty/staff and communicate to all faculty of the options on who has access for campus communications. Courtney to seek the Dean’s Council approval and if approved, it will be taken to DCC for review and then back to TAC for a vote. TAC did vote and approve the DCC recommendation to allow faculty email permissions to send emails to their related majors. APPROVED
 - iv. Digital Signage guidelines – Digital signage guidelines were presented for individuals that prefer to develop their own templates to ensure rules for digital signage is understood and followed. The website link will be housed under MarComm’s website under Design and Branding.

- c. Executive – Susan Hayes
 - i. The decision to add ½ hour to TAC meeting times to allow adequate discussion time for agenda items was approved.
- d. Policy and Procedures – Brian Prady, Kathy Adams
 - i. Information Security Policy – UM Board approved November 2019.
- e. Projects and Planning – Kris Mascetti
 - i. IS&T project updates - TAC was presented the implementation order of the IS&T projects as recommended by the Projects & Planning Subcommittee. Recommendation from TAC is to move forward with project list as presented. Next steps – TAC will let Craig and Victoria know that TAC agreed with recommendations.
 - ii. Sedona online – In the October 2019 TAC meeting the following questions were asked: 1) Will Sedona training be completed by January 2020 when FARs are due? Per Tomeka Jones, (Sedona Project Manager), the next stage of training will be for faculty and it will be UM lead training. The schedule and lessons are forthcoming and will include Kathy Dee, from the SCOB, to lead this training. 2) Will faculty be required to use it? IS&T felt this question would be best answered by Dr. Armstrong, UM Provost and Sedona project sponsor.
 - iii. DUO updates - Jason stated they met with people on campus last week and students should be set up on DUO soon. Faculty/staff will soon have the option to opt in initially.
- f. University Operations – Amanda Fox presented the new Self-Service student profile page soon to be implemented.
- g. Other business/questions – VPAT process update: IS&T will no longer require the submitter to acquire any compliance documentation. IS&T will work to approve the request as soon as possible upon receipt of the request. IS&T office will work to collect the documentation from the vendors and requests the submitter provide the vendor information to assist in this process. Connie Wyatt is developing a quick reference chart to be available soon.

****Item may require action or vote***

Next meeting (Merrill Room) Tuesday, December 6, 2019 1:00PM-2:30PM