Technology Advisory Council
July 12, 2021 Meet Minutes

Attendees: Courtney Bentley, Marcus Lane, Milad Jasemi, Sheila Brandt, Brian Prady, Amanda Fox, Kira Thomas, Susan Hayes, Josh Miller, Kathy Adams, Tim Nash, Kristy Lee, Barbara Ann Lewis, Deborah Braswell

Non-attendees: Carolyn Garrity, Brendan Beal, Cassie Raulston, Erik Mass, Natalie Seavers, Abby Askins, Caitlin Blackburn

I. ***Minutes from May 10, 2021 TAC Meeting APPROVED**

II. IS&T update – Kristy Lee
   a. Backorder items and classroom upgrades
      i. (154) Lenovo L15 laptops on back order-no ETA
      ii. (70) iMacs for classrooms-ETA 7-27-21
      iii. (45) sticks of RAM for Lenovo desktops in mostly academic spaces-no ETA
      iv. Classroom upgrades-some hardware is on back order-ETA is late July-early August
   b. DUO update-IS&T will be adding DUO to VDI based on recommendation as a result of the Colonial Pipeline incident
   c. Residence Hall WIFI project-the Operations team is focusing on Wi-Fi upgrades in two residence halls this summer. New Residential Hall is wired and new access points are in. Work on Peck Hall the week of July 4th.
   d. Disaster Recovery July 2021-Disaster recovery will take place July 19-21. IS&T will test Banner 9 admin pages, Ethos, Argos, Recruit, as well as the active directory server
   e. Security Updates: IS&T is doing a trial with Blumira, a security monitoring software.
   f. Security Training: IS&T is working with Marketing and Communications to develop campus communications regarding the implementation of the monthly security training that will begin in September. Campus communications will begin in August.
   g. Phone System Updates-The phone system will be upgraded on July 15th. This will take place after 5 pm. There should be no interruption in service.

III. Subcommittee Reports and Actions
   a. Academic Support – Barbara Lewis - No updates
   b. Digital Communications – Kira Thomas - No updates
   c. Executive – Susan Hayes – No updates
   d. Policy and Procedures – Brian Prady – No updates
   e. Projects and Planning – Kathy Adams
      i. IS&T Projects process: As things are starting back up, please follow the process that is outlined on the web. Keep in mind that, in general, it takes a year to go

through the process & get something implemented. Larger projects will be reviewed by TAC to prioritize. Also, if something comes up that requires immediate attention, TAC might need to be consulted on what project to put on hold in order to work on the new project.

ii.   Oracle upgrade: Robert has been working tirelessly on this update in our TEST environment. Oracle has been updated on our new server for our testing environment. This past weekend, he got TEST admin pages working. There is an issue with TEST self-services which he is working with Actionline to resolve. We had a meeting with the data owners a couple of weeks ago. Our goal is to release this to them in the next couple of days for them to test. They agreed for us to take Banner down on July 24th to upgrade the database server. We will also take Banner down August 14th to do the final Oracle upgrade. Robert will do as much as he can before in order to minimize the downtime. We are also getting weekend support from Actionline for both weekends and external DBA support for the August 14th weekend.

iii.   Evisions Product Suite upgrade: testing from the functional users passed; I'm working with Evisions to schedule the upgrade; this will require current users of Argos to download a viewer onto their computer; this is simple to do; I am going to send out directions on how to do it and how to run reports as well has hold a couple of zoom sessions to walk users through, if they need more instruction

iv.   Banner 9 Self-Service: We are ready to put in Student Profile, the first Banner 9 self-service application. At this time, this will just be a new link in self-services – nothing is going away. We have tentatively scheduled this for August 12th.

v.   Banner 9 Self-Service security updates: these were put in at the beginning of June

vi.   Banner 8 forms transition: I ran into problems when trying to get the forms available to users outside of IS&T. I've worked with Actionline and as of last Friday, I have two users who are going to test the forms to make sure they can access them in our testing environment. Assuming they can, I will be able to make the other forms available for the users to test and can move them to production as they are approved.

vii.   KPS3/OCR changes: Gabriel has made great progress. He has done the changes to our main site and the template that he can do. KPS3 is helping to do some more extensive changes. The changes to the Library site are complete. The changes to the Athletics page have been made by their vendor except for a couple. Gabriel is working with Athletics to get those done.

viii.   Website server transition: this was done successfully in June

ix.   Document Imaging: Hyland is working to set up the environment to test OnBase. They are receiving nightly files now and working on scripts to convert our data. This is on schedule to be complete by September 30th.

f.   University Operations – Carolyn Garrity – No updates

    g. Other business – Kristy: IS&T met with HR to talk through the process when employees start, on day 1 they have computer access. We think there is a process now to allow this, but will look at a long-term solution for more automation of online process.

    Data Governance: Is not an official university committee or on TAC roster, but is a much needed committee needed on campus. We need to move forward to have this committee. Amanda, Data Governance is a big responsibility that effects campus wide. Amanda recommends this to be a more independent committee, not part of TAC or IS&T, etc. This should be at a higher level so it can umbrella over all areas, data owners, data users, etc. All areas to be taken into consideration. Kristy – should we make this a university-recognized committee – approved. Amanda still has BOX folders and will share with Kristy.

*Item may require action or vote

Next meeting: ZOOM – Tuesday September 14, 2021 2:00PM-3:00PM

Respectfully,

Susan Hayes, TAC Secretary