

MINUTES

Date: March 22, 2023

Time: 10:00am

Location: Stephens Conference Room

Present: Kathy Adams, Brendan Beal, Sheila Brandt, Jerome Dean, Amanda Fox, Wyatt Hall, Wesley Hallman, Coty Jones, Barbara Ann Lewis, Aaron Mahaney (in place of Alyssa Luna Green), Steve Peters, Cassie Raulston, Tomeiko Scott, Shafqat Shad, Alicia Smith, and Joe Walsh

Absent: Abi Dewilde, Marcus Lane, George Lytle and Josh Miller

Guests:

1. The meeting was called to order at 10:01am
2. The minutes from the previous meeting (2/22/23) were approved
3. CIO Updates
 - a. IS&T has a strong applicant pool for Director of Academic Support and plans to begin interviewing candidates after spring break.
 - b. IS&T has also created and posted a position of IT Analyst I, Academic Support. Previously, there was only a level II position in that unit. However, IS&T is hoping that this new position will be enticing to recent graduates of the MIS or cybersecurity programs who don't yet have the experience required of the level II position.
 - c. Previously, the Academic Support Subcommittee of TAC was charged with soliciting and evaluating applications for technology upgrades in the classrooms. Because of its singular focus on classroom technology, other attributes of the classroom redesign process, such as physical renovations and furniture were overlooked or addressed separately. After a recent IS&T meeting with the Physical Plant, it was determined that it would be advantageous for the

Academic Support Subcommittee to solicit and evaluate learning space redesign applications that more comprehensively included technology, physical renovations, and furniture. Mike Welborn, a member of that subcommittee, has been working with other members of that subcommittee to develop that process in collaboration with the Physical Plant.

d. Starting with this summer's computer refresh, IS&T will begin purchasing computers rather than leasing them. This shift will result in financial, administrative, and logistical gains for the campus.

e. Funding has been provided to upgrade the Windows servers in the data center this summer. It's a large project and will be coordinated by Jason Peterson and his operations team. The transition will not disrupt services.

f. **Email Alias:**

Joe Walsh stated that, currently, the email address of all UofM employees and students is assigned by Banner and cannot be changed once assigned. However, circumstances occur, such as marriage and divorce, in which an individual acquires a name change. While the original address must be retained, technically, an additional address, or alias, that matches the new name can be issued. Messages sent to either address are delivered to the original email address, allowing the individual to use the alias address, reflecting the new or preferred name, instead of the original.

As a request to the Policy and Procedures Subcommittee, Walsh recommended the expeditious development of a policy and associated procedures that would govern and facilitate email alias requests.

4. Subcommittee Reports

a. Barbara is having early conversations about classroom space updates. The Ed-Spaces Conference is November '23

b. Wesley discussed the website redesign committee. A Q&A factsheet was created for potential vendors and a zoom call will occur for vendors next month. The timeline is to have the RFP close by May/June and have the vendor selected by June 30th.

- c. N/A
- d. The Policies and Procedures meeting will come together again for the first time this year soon.
- e. Kathy talked about Projects and Planning and discussed the new rubric for IS&T projects. Steve Peters asked if the Deans and Chairs could be updated when new projects for programs are submitted...this will be an ongoing issue to figure out. The rubric was unanimously passed by the Council.
- f. N/A

5. Other Business

- a. N/A

6. Meeting was adjourned at 10:45am