

Technology Prioritization and Impact Review Committee

4/1/2021 – via WebEx kdw

Scheduled meeting – 3:00 – 4:00 via WebEx (Session Recorded)

Agenda 1: Call to order at 3:01 pm

Attendance: (12)

Via – Conference Phone (11)

Wyatt Watson	Ken Wester	Russ Jones	Brent Drake
Jeff Robertson	Nathan Kraft	Delton Gordon	<i>Jessica Brock</i>
Matt Pipkins	Jessica Holloway	Russ Jones	

Not in attendance: (5)

<i>Clinton Hall</i>	SGA Student Rep	<i>Judy Crouch</i>
TJ Perry	Laury Fiorello	

Agenda 2: Review of previous minutes/meetings/activities

Dr. Russ Jones move to approve February minutes and second **Dr. Jeff Robertson**. So moved and approved.

Reminded where the IT Priority and Impact Committee meeting information is located at <https://www.atu.edu/standingcommittees>

Reminded about the information on committee work located at I:\IT Priority-Impact Committee\Committee Work\2021\

Reminded to review the Software Review Template and run it against some items on the Technology Spreadsheet you are familiar with.

Agenda 3: What's coming forward for IT

OIS is going through re-structure and budgeting just as everyone else at the university. We are making plans as it currently stands that OIS will move under Administration and Finance starting FY21/22.

We don't expect major changes, but there could be some things that will cause some changes down the road.

Budget impacts on OIS and Technology overall may have implications for how some things happen in the future.

Agenda 4: Review of need for Security Training to meet Auditing and Compliance Requirements

There are a couple of documents in the review folder that need to be looked at that were necessary to address some auditing and compliance issues. It was required that we purchased a Video Training System to provide training for employees on various security areas and compliances such as GLBA, Hippa, FERPA, and others.

Mr. Wester discussed the significance of needing this system to meet compliance and auditing requirements. The system will cost around \$5800.00 to cover our employees.

Mr. Wester discussed a number of other security items that we were introducing and hardening to help comply with these issues.

Mr. Watson asked what would be the target group of employees? All employees, but each functional area may have subsets of training that may be more specific to them, especially compliance items. **Mr. Wester** stated that we might need to work with HR in applying these to mandatory training for employees. **Mr. Watson** commented on FERPA – all employees need some training in this area, violations have been noted, and we should use this to help train.

Mr. Watson made a comment concerning security with a computer being accessible with no one around and wondered if the training would look at this. **Mr. Wester** stated that we do have policies and acceptable use guidelines, but we need to insert this into more training and record proof of that training for auditing.

CARES ACT FUNDING – round three – OIS is putting forward items. Suggest that we all review and put forth items that help your unit and not forget to include technology that you might need to support those initiatives. Can you include items and front load warranty and things that might help stretch your budgets by using the funds?

Some items might be reimbursed back to March of 2020 that we were not able to cover under round 1 or 2.

Technology Budgets – 200K cut to the University Technology Budget for FY21/22, we will just have to adjust, use Cares Money to pay for a couple of items, rely on some reserve funds to carry us through for specific items.

We still need to continue reviewing the Technology Budget and identify things that can be removed over time. This is what the template is for. Please begin to work with the template, and we will soon have to require some work in applying this template to the items on the Technology Sheet and any new items requested for review.

Mr. Wester also stated we had a 27K reduction on the Telecommunications Budget, not sure how we are going to manage that reduction. Windstream End of Life in December 2020, hoping to use some Cares Money to move VOIP forward; if not, we will use Telcom Reserve.

Mr. Wester will be pushing the template in the weeks to come.

Agenda 5: Round Table

Mr. Watson – Initiative he has. Academics (save money and increase efficiency) Course Evaluation Systems replacement – 25K, attempt to see if we can develop this in-house. **Dr. Roberston** seconds that idea. **Mr. Wester** stated we could certainly look into this as a possibility. This is the type of thing we need to look at, now it does have an impact on IT and programming but should be minor.

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Mr. Wester gave a short update on the Ellucian Cloud move and Ellucian Experience. Would you mind reviewing Experience and getting some background with that interface? We need to continue to get better interfaces and experiences before our users.

A new copy of the Technology Budget will be in the review folder.

The recording of the meeting will be made available within the WebEx Space, along with a transcription of the recording.

Agenda 6: Close Meeting – 3:45 pm