

General Technology Committee Meeting
March 5, 2020
RCB 355 and Online Conference
1:00 pm – 2:00 pm

Meeting called to order at 1:01 pm.

Attending: (11)

RCB355:

Mr. Steve Milligan

Mr. Alex Manly

Dr. Christine Austin

Dr. Michael Davis

Mr. Brent Etzel

Mr. Billy Reeder

Mr. Richard Wineland

Mr. Wyatt Watson

Mrs. Carrol Adkison

Mr. Ken Wester

Ms. Tori Langley (SGA)

Online: (4)

Mr. Kale Rudolph

Dr. Jamie Stacy

Dr. Loretta Cochran

Mr. Matt Pipkins

Not Attending: (2)

Dr. Jeff Robertson

Ms. Suzanne McCall

Agenda Item 1: Call To Order

Mr. Wester called the meeting to order at 1:01 pm. He explained that some were attending via the WebEx Conferencing System with several on the video conferencing systems and one on the phone.

Mr. Wester had the group introduce themselves as a refresher and to introduce the new member, Ms. Tori Langley, as the newly added representative from SGA (Student Government).

Mr. Wester talked briefly about the Webex Video/Phone Conferencing Software that was being used to host the remote members during the meeting and that personal rooms in the software we available to Faculty, Staff, and Students to use. You can go to [atu.webex.com](https://www.atu.edu/webex) and enter your ATU Email, and it will take you to the ATU Authentication Page, where you enter your eID and Credentials. Once in, it operates similarly to Skype, Zoom, and other Video/Phone Conferencing Systems.

Mr. Wester reviewed the charge for the committee, which is viewable at <https://www.atu.edu/standingcommittees/techcom.php>, and where the minutes are also located after the committee approves them.

As the charge states, the Associate Vice President of Academic Affairs is the Chair of this committee, and **Mr. Wester** is the Co-Chair acting as the Chair until the AAVP position is filled later in the year.

Mr. Wester talked with the committee about meeting frequency and suggested that it meet at least once per semester, or once per quarter, but monthly was not necessary. However, he stated that group communication throughout the year was essential. **Mr. Manly** suggested creating a Webex Teams for the committee to use for the committee, and that would also encourage the use of Teams (Not to be confused with Microsoft Teams) in their daily communications as part of the Universities Unified Communications Strategy. Everyone was receptive to that idea, and **Mr. Wester** related the information about WebEx Teams and that the Icon was already on Faculty and Staff computers and was also available as a cell phone App as well.

Agenda Item 2: Review of what has happened since the last meeting

Mr. Wester talked about the various Technology Changes and or Installations that have occurred since the last meeting. Reiterating the move of Blackboard to Cloud Hosted Saas (Software as a Service) as well as a host of other systems:

- Lecture Capture has changed from Tegrity to Kaltura

- Video On Demand/Asset Management has changed from Sharestream to Kaltura

- Video Conferencing has changed from Zoom to WebEx

- Live Streaming of Events is being provided through WebEx

- Desktop IM (Instant Messaging) is changing from Jabber to WebEx Teams

- VOIP (Voice over IP) Phones are continuing to be deployed

- Emphasis on Cloud Technologies that will assist the University long term in Online and Remote Capabilities and Collaboration.

The group discussed several related topics in this area.

Agenda Item 3: Review of Technology Request - Suggestions

Mr. Wester passed around and shared on-line a document that he had created some time ago concerning Technology Items to consider for the University dated September 4, 2019. He explained that this document was actually older than that and was just a compilation of items that he had gleaned from conversations, requests, suggestions, and installs over the past few years.

The group briefly reviewed the various items listed, by area, to note the different types of items listed and that they covered the majority of the University. **Mr. Wester** stated that it was essential to know that these needs, wishes for, and installed items are out there so IT can understand them and ensure they are included in the conversations concerning the implementation of IT Infrastructure that would support these items.

Mr. Wester asked the group to continue to report these to him or the committee so that we can continue to have a list that is readily accessible for other committees, groups, or IT to consider when plans for IT or Programs are being presented. He suggested that we might find the best method for compiling this information in the future, like a web-form, for example.

As the group was discussing Technologies, **Mr. Wester** went over all the technologies (many listed above) that the University currently deploys that might assist Faculty, Staff, and Student in working, teaching, and participating in learning on-line or remotely.

He talked about the email that went out recently concerning the VPN (Virtual Private Network). More clearly described as to the method used to connect to the University network and to access Remote Desktop Services to University Computers or to access resources like the data drives (I, T, U) and other resources directly. **Mr. Wester** encouraged them and all Faculty and Staff to install and test the VPN process from their home systems to ensure they could connect effectively.

Dr. Davis stated that the Dean had asked him about his and his faculty's knowledge of the VPN and other services relating to working on-line. He requested that IT might put out a consolidated list of services and how to get to them. **Mr. Wester** stated that OIS was working on such a document that would go out to Dean's and others for review, and once approved, they would post a link and put out a notification on the subject.

With that discussion, we talked more about the use of WebEx Teams and its capabilities as a communication tool, even on the cell phone. **Mr. Wester** suggested that everyone think about the critical work they and others do and how that might be done on-line or remotely.

Agenda Item 4: Round Table

Time was almost up for the meeting and no additional items we noted.

Agenda Item 6: Close

Close of Meeting – Meeting closed at 1:59 pm.