

2023-2024 | **TECHNOLOGY ADVISORY COUNCIL (TAC)**

MINUTES

Date: January 24, 2024

Time: 10:00am

Location: Stephens Conference Room

Present: Wesley Hallman, Brendan Beal, Hilary Dutton, Steve Peters, Shafqat Shad, Cassie Raulston, Aaron Mahaney, Amanda Fox, Wyatt Hall, Alicia Smith, Kathy Adams, Coty Jones, Abbie Paul, Josh Miller, Joe Walsh, Barbara Ann Lewis, Tomeiko Scott, Kira Thomas, Ben Hayes, Ashley Tingal

Absent: George Lytle, Marcus Lane, Sheila Brandt, Amiee Mellon

1. The meeting was called to order at 10:03
2. Previous meeting's minutes were approved.
3. **IS&T Strategic Plan-** Dr Walsh shared his thoughts regarding the new IS&T Strategic Plan. He and IS&T leadership are still in the process of forming a concrete plan. He would like to come up with 5 goals/commitments that IS&T can work towards and build upon continuously.

Dr. Walsh stated that there will be committees, subcommittees, and collaboration from the University community. There will ultimately be members from TAC subcommittees working on the development of these goals. The TAC committee will also have an opportunity to give final input before the IS&T strategic plan is completed. There will be more to follow in the coming weeks regarding the development of the IS&T Strategic Plan.

4. CIO Updates:

- 4.1. IS&T has approval to develop a plan for relocating the Solution Center from the library to Morgan Hall. The synergy and collaborative opportunities that come from all units working in the same area and the resulting ability to enhance user support are the primary reasons for considering this move.
- 4.2. Pamela Smith has begun ordering computers for the new computer showroom that will be in Morgan Hall. Examples of all available computer options (Mac and Dell) will be available for a test drive in March. This will allow

individuals to view and experience various options before selecting their personal computer.

- 4.3. UM hosted the semiannual meeting of the Alabama Colleges Chief Information Officers Council (AL-CIOC) on November 30 - December 1, 2023. The AL-CIOC is comprised of the chief information officers from all state universities and colleges in Alabama. The meeting was productive and allowed for sharing ideas across institutions.
- 4.4. IS&T is working with Housing to explore the possibility of outsourcing Wi-Fi in residence halls. John Denson has assembled an ad hoc committee, and presentations by prospective vendors will begin February 1. The goal is to improve the quality of Wi-Fi for students hopefully at no additional cost.
- 4.5. Jason Peterson & Tomeka will work with the Nursing program in the development of their new simulation lab.

5. Subcommittee Reports

- 5.1. **Academic Support**—No official updates, still waiting on a few forms to come in. Tomeka still has 3-4 she needs to meet with. When a request comes in, Tomeka and Ben meet with those individuals on the front end to make sure they have a clear understanding of what the request is, and the requestor has a clear understanding of what can be done. The Academic Support committee will meet in February to discuss and vote on how funds will be distributed.
- 5.2. **Digital Communications**—No updates.
- 5.3. **Executive**—have been reviewing the IS&T policies mentioned during the previous meeting. They would like to have the TAC committee and the Policies and Procedures committee review the content. Wesley will send the folder to the TAC committee after this meeting and suggestions/feedback should be submitted to the Policies and Procedures committee (Brendan Beal, Shafqat Shad, Amanda Fox, Hilary Dutton). Deadline for TAC suggestions/feedback is two weeks from today
- 5.4. **Policies and Procedures**—will be meeting very soon to discuss and review IS&T policies.
- 5.5. **Projects and Planning**—
 - 5.5.1. IS&T is heavily involved with year end updates to get tax notices out. The department of Education has made several updates within their system. This will lead to UM periodically taking our systems down to complete those updates as the DOE releases them. Emails of taking the system down for updates will follow as necessary.

- 5.5.2. In the middle of implementation of event management software. Should go live sometime this semester.
- 5.5.3. People Admin is about to make a large update; it will include onboard updates for employees.
- 5.5.4. Database encryption for banner to begin soon.
- 5.5.5. Caf software updates in process. Some students have been impacted but IS&T is working to iron out those kinks.
- 5.5.6. Upgrade of photo id printer and software coming to come. That printer has not been upgraded in a very long time and is overdue.

6. Other Business—

- 6.1. **UM's email alias policy**— There has been a request for an update as to when the form will be completed and ready for faculty/staff. Joe advised it should be ready very soon. There is a policy and companioned information that provides more information than the actual policy. We have already handled a few requests that have come in as an as-needed basis. It will be located under Procedures and Forms on the IS&T website. Amanda Fox will receive student requests, but HR will need to assign someone to handle employee requests. Joe will reach out to Ashley Baugh.
- 6.2. **Canva** meeting to directly follow this meeting. The system is in place, they are just finalizing a few details. UM will communicate via Vallo Voice announcements soon.
- 6.3. **Slate**—The CRM data analyst was scheduled to start on Jan 16th but due to illness, is now scheduled to begin Monday, Jan 29th. There will be a stakeholder meeting to follow once the CRM manager is on campus.
- 6.4. **Website redesign**— UM's website re-design survey wrapped up Friday and they are looking at the feedback to have an idea of what needs to be done. Fall 2024 is targeted rollout date.

- 7. Meeting adjourned at 10:58; the next TAC meeting will be February 28th at 10:00 AM.