

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

**MINUTES**

Date: May 29, 2024

Time: 10:00 AM

Location: Stephens Conference Room

**Present:** Wesley Hallman, Brendan Beal, Shafqat Shad, Wyatt Hall, Josh Miller, Joe Walsh, Tomeiko Scott, Amanda Fox, Kathy Adams, Barbara Ann Lewis

**Absent:** Cassie Raulston, Sheila Brandt, Christine Soria, Hilary Dutton, Alicia Smith, Coty Jones, Kira Thomas, Amiee Mellon, George Lytle, Marcus Lane

1. The meeting was called to order at 10:02 a.m.
2. Previous meeting's minutes were reviewed and approved as written.
3. **IS&T Policies and Procedures**-Dr. Walsh addressed questions received by the TAC at large following review of the proposed policies to bring forward for approval at the Board of Trustees meeting in August. There will be a follow-up email asking for any feedback that could not be delivered in person. If no additional feedback is received, the policies will be finalized to present to the Board of Trustees.
4. **IS&T Strategic Plan**-Dr. Walsh said a statement of work has been finalized with a vendor to conduct the IS&T Strategic Plan beginning in October. The vendor will schedule interviews with targeted groups and host open forums to solicit independent feedback for the strategic plan. These meetings will likely be held in October and will be available remotely.
5. **CIO Updates**-
  - 5.1 IS&T will be performing network maintenance on Thursday at 5:00 p.m. to relocate a fiber optic cable. The services that will be affected are the Student Wi-Fi,

telephones, and all network access in Dr. Wilson Fallin, Jr. Hall. This outage is anticipated to last two hours and services will be restored as quickly as possible.

- 5.2 Apogee will be on campus July 9 - 26, Monday - Saturday, 8:00 a.m. - 8:00 p.m. for installation of the residential Wi-Fi in all student housing units.
- 5.3 Apogee will continue to provide uninterrupted cable to all current cable locations on campus except in the housing units. This is part of the residential network Wi-Fi transition.
- 5.4 The Solution Center has successfully relocated from the library to 109 Morgan Hall. New signage and printed materials notifying the campus of the relocation are on order. Student IDs will continue to be made in the library throughout the summer but will transition to Morgan Hall at the beginning of the fall semester. IDs made during orientation will continue to be made in the library on scheduled orientation days indefinitely.
- 5.5 The state will provide a 2.9-million-dollar appropriation for campus technology. Some of that funding will be requested by IS&T to (a) make upgrades to the University's Storage Area Networks (\$375K), which are near end of life, (b) replace backup hardware (\$120K), (c) replace 50% of network switches across campus (\$335K), and (d) replace our current ticketing and asset management software (\$35K).
- 5.6 IS&T has been working with esports to provide more adequate gaming computers. Our campus Dell vender, Clear Winds Technologies, has agreed to provide us with Alienware machines at cost. They have even provided us with a free machine to test before ordering others.
- 6 Website Redesign Update - The Content Management and Creation subcommittee and Integration Subcommittee are both actively working over the summer on the project and continue targeting a September date for Neumeric and Juicebox to complete the project. Content manager training will be provided for content managers to learn the process of updating content on the newly redesigned website. All content managers are encouraged to make fall updates by June 9, if possible, to avoid having to duplicate updates on the newly redesigned website.
- 7 Slate Implementation Update - New CRM Manager and Data Analyst TJ Herlihy has been hired and contractual agreements are being finalized with HCRC for partial implementation services and Constituo for data integration. A implementation team

representing MarComm, Undergraduate and Graduate Admissions and IS&T will be meeting weekly/bi-weekly to begin implementation.

## **8 Subcommittee Reports**

8.1 **Academic Support**-no new updates

8.2 **Digital Communications**-The DCC continues to assign new content managers for areas that currently don't have one assigned.

8.3 **Executive**-There was a brief discussion of AI tools following the April TAC meeting. There is an interest in developing a TAC subcommittee for AI tool adoption. An email will be sent soliciting TAC members to serve on the subcommittee, which will then work on a wider subcommittee membership to make sure all areas across campus are represented.

8.4 **Policies and Procedures**-no additional updates beyond IS&T policies review

8.5 **Projects and Planning**-The 25 Live Event Management Software implementation work continues for space utilization and management and user training sessions will be held starting in August. The final phase of FAFSA, Phase 5, is currently being delivered and work continues with a third-party vendor to implement these changes. BOSSCARS will soon be replaced and demos are currently in the works for a new software. Finance and Self-Services testing will soon be conducted in small phases by HR.

9 **Other Business**-A discussion about the 2024-2025 TAC meeting schedule was held. A decision was made to send an email to the TAC at large to inquire if the 10 a.m. meeting time on the last Wednesday of the month will continue to work best for the group, or if an adjustment to the schedule needs to be made.

**10.Meeting Adjourned** at 10:57 a.m.