

Concord University Technology Committee  
February 14, 2018

The meeting was called to order at 3:00 pm in Rahall 200. The following individuals were in attendance:

- K. Bennington (Fine Arts)
- C. Elliott (Technology Services)
- T. Philpott (Student Affairs)
- C. Lamb (Admissions)
- C. Shumate (Library)
- E. Darden (Social Sciences)
- S. Lusk (Registrar's Office)
- D. Fitzpatrick (Human Resources)
- A. Pitzer (Advancement)

***Proposed Agenda:*** There were no edits to the proposed agenda.

***Draft Minutes of Previous Meetings held on:*** November 8, 2017, November 29, 2017, January 10, 2018 were approved as written. Any proposed changes should be forwarded to C. Elliott.

***Agenda Item 3 - Updates:***

- (a) 319 employees (faculty and staff) have completed the cybersecurity awareness training. 23 employees were enrolled in the high risk pool; 19 of which were adjunct faculty who will be teaching classes in Spring, 2018 (201802) or Fall, 2018 (201901). IT is working with the Provost's Office to be certain that these adjunct faculty members are being notified.
- (b) Password sharing has historically been a problem. C. Elliott explained the cyber security high risk pool procedure. Possible sanctions were discussed; for instance, those placed in the pool would be required to utilize the 2 factor authorization each time they logged into Banner.
- (c) Frequency of meetings: C. Elliott discussed the fact that our current meeting structure was inherited from G. Towers. As a result of utilizing this schedule for several years, the Technology Committee has resolved some of the most serious issues existing. He recommends that we move to a schedule of one meeting per month (scheduled) on either the 2<sup>nd</sup> Wednesday or the 4<sup>th</sup> Wednesday of each month. If emergencies arise, then we would meet both of the days. C. Elliott will work to survey committee members and designate which of these meeting dates will be the scheduled meeting.

***Agenda Item 4 – New Business:*** None.

***Agenda Item 5 – Scheduled Meeting Dates:*** March 28, 2018 and April 25, 2018. February 28, 2018 meeting will be cancelled due to Founders Day and March 14, 2018 is spring break week.

Meeting was adjourned at 4:05 pm.