

University Technology Committee
September 23, 2015

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

- K. Bennington (Fine Arts)
- D. Hill (Science, Mathematics, and Health)
- C. Elliott (Technology Services)
- T. Philpott (Student Affairs)
- D. Turner (Financial Aid)
- C. Lamb (Admissions)
- J. Manzione (Humanities)
- C. Shumate (Library)
- E. Darden (Social Sciences)
- S. Lusk (Registrar's Office)
- K. Turner (Education)
- J. Yeager (Business)
- E. Jewell (Housing)
- D. Fitzpatrick (Human Resources)
- P. Viscusi (Administration)

Proposed Agenda: Edits to the proposed agenda involved adding the request from Student Affairs to determine if mass calling could be a viable component of our ShoreTel phone system.

Agenda Item 3: MyPass: Students will be asked to be compliant in establishing their secure passwords by the morning of October 20, 2015. E. Darden had brought up the request to also receive copies of the student e-mails so that the faculty/staff can assist students with the transition.

Agenda Item 4: LMS/Black board data retention and plan to retire learn.concord.edu. Discussion began with C. Elliott stating that prior to this meeting, he has met with Dr. Viscusi to determine whether or not there was a CU policy regarding the length of time required for files in Blackboard (Bb). In that there is a lack of policy regarding this agenda, C. Elliott has sent out a statewide request to determine how it is being done across the state of West Virginia. To date, he has received one response. LMS data retention will continue to be addressed through Mr. Elliott's canvassing state IT Directors. Data records retention will need to be addressed at a later date. A test environment or legacy environment is often problematic when it is confused with live production by faculty and/or staff. As of today, no plan has been developed to retire the learn.concord.edu. This plan will be worked on in the near future.

Agenda Item 5: Acceptable Use Policy Status Update

The Acceptable Use Policy presented to the Board of Governors was approved in pretty much the format recommended by this committee. A discussion then occurred regarding

a faculty comment recommended to the President's Office requesting a possible addendum be made to the Acceptable Use Policy to allow faculty access to the data collected by the video feeds from across campus and in classrooms in an attempt to prove academic dishonesty. In discussion, the committee has deemed academic dishonesty (cheating) to be inappropriate utilization of the security cameras data.

Agenda Item 6: The Information Security Policy Planning

C. Elliott notified us that a draft of this policy will be presented to this committee in the near future. It will eventually be presented to the Board of Governors for approval.

Agenda Item 7: New Business:

Computerized calling: Student Affairs representative T. Philpott discussed the need to determine if we have the ability to "robo call" students regarding academic issues. E. Jewell (Housing) also discussed the need that also exists for this same function in housing. C. Elliott will determine if this ability exists within Shortel or any other methodology and bring it back to this committee.

D. Fitzpatrick reported that **WV Oasis** is still on the previously mentioned scheduled. New time clocks have been ordered and are being installed at this time.

Announcements/Updates:

CU Secure: Ubiquity will be the new wireless (wi-fi) provider for CU Secure (Cisco is being phased out). The network crew will be gradually replacing access points throughout the campus.

If **wireless services go down**, it will not be considered an emergency.

Next meeting will be on October 14, 2015 in Rahall 200 at 3:00 pm.

The Towers renovation project timeline will be discussed at our next meeting.

Meeting was adjourned at 4:05 pm.