University Technology Committee
October 22, 2014

The meeting began at 3:00 PM in Rahall 200. The following were in attendance:

K. Bennington (Fine Arts)
Steve Kuehn (for D. Hill, Science, Mathematics, and Health)
E. Darden (Social Sciences)
C. Elliott (Technology Services)
D. Halsey-Hunter (Business),
D. Fitzpatrick (HR)
J. Manzione (Humanities)
S. Meadows (Technology Services)
T. Philpott (Student Support Services)
K. Tucker (English)
D. Turner (Financial Aid)
P. Viscusi (Academic Affairs)
L. Swaney (for C. Lamb – Admissions)

- The minutes of September 24, 2014 were approved with revision suggested by A. Pitzer involving the last line of the minutes.
- New Business: WV Oasis will be added to today's agenda.
- Discussion began to address issues of technologically enhanced classrooms that are being utilized without appropriate scheduling. Also included is the need for multiple wireless access, response systems, Adobe Connect
- Technology infrastructure by room was discussed.
    - Suggested changes included language labeling rooms and actual equipment.
    - Increased explanation on the spreadsheet was also suggested.
    - These rooms are being suggested to be centrally managed and scheduled by IT.
    - Workable definitions of scheduling need to be developed.
    - Issues revolving around classes utilizing more than one room each scheduling period was also introduced.
    - Discussion then occurred about funding necessities and responsibilities for financial support of rooms.
    - Cooperation between divisions is needed for this to work.
    - Suggestion was made to include typology of current utilization for each room was introduced.
    - This data will be collected from each division representative to add this column.
    - C. Elliot then notified the committee that IT would work on the spreadsheet and bring it back to this committee for discussion.
- D. Fitzpatrick stated January 1, 2015 to April 1, 2015 has been established as the WV Oasis payroll implementation schedule (Phase D).   Payroll capturing processing has not been addressed, therefore the delayed data will help with that.   Suggestions for payroll

calculators to be utilized and educational opportunities will be made available for employees to determine the effects of 26 paydays per year instead of 24 paydays (7% reduction in each payday with 2 more paydays added).

- Physical reorganization of IT Department was discussed in order to prevent shuffling of students. Keith Zimmerman and one additional IT staff now report to Steve Meadows to prevent the shuffling of students.
- Divisions were encouraged to begin cleaning up mailboxes in preparation of migration to Office 365. Archiving necessary items will be addressed soon. Office 365 will not migrate any document larger than 25 MG. More information will be coming from S. Hatfield.
- Wireless expansion was tested during Homecoming and worked well. More AP's will need to be added. Approximately 28,000 will be needed to provided wireless services on campus.

Next meeting scheduled for November 12, 2014 at 3:00 pm in Rahall 200.