CTAB Meeting Minutes
February 13, 2014, 8am – 9:20am
114 Campus Center

Attending: Marcia Burrell, Sean Moriarty, Doug Pippin, Larry Fuller, John Kane, Brenda Farnham, David Kahn, Abby Wiertzema, Dan Griffin, David McQuin, Nicole Decker, Tim Yager, Mike Flaherty, Kristi Eck, Eric Hellquist, Steve Skubis, Linda Paris, Mark Springston, Rebecca Mushtare, Theresa Gilliard-Cook, Pat Pacitti, Barbara St. Michelle, Kathi Dutton, Kris Smith

Approval of Agenda – Agenda approved
- Motion to approve, John Kane, second the motion, Larry Fuller. All in favor.

Approval of Minutes – Minutes approved
- Motion to approve, John Kane, second the motion, Pat Pacitti. All in favor.

Open Session Q & A
Larry – Informational
- On the website, the links to items are a light green which is hard to see. Can the links be underlined? The light green just does not pop out.
    - Nicole – The functionality is site-wide. It is part of the design.
    - Sean – the design is independent of the software. Will take it back to the Web Committee.

Committee Reports
Applications & Equipment – Abby Wiertzema (filling in for Natalie)
- Had a good turnout, about 15-16 attended the meeting.
- Sean made a presentation on wireless and ongoing plans. More info to follow. Had a discussion about what faculty would like to see for wireless.
- Images for faculty and labs.
    - o Natalie will be sending out an email asking faculty for suggestions, those will be due by March 12th.
- Also talked about our Tech Tips. First Tech Tip was out last Wednesday. Will be putting them out every two weeks. If you have any suggestions, please forward them to Natalie.
    - o Tech Tips - short snippets of information that are helpful in doing your job. We are writing and posting and they will go to the Oswego Daily.

Elections & Bylaws

Education – John Kane
- Met yesterday. Sean talked about Winter Breakout, offered 92 sessions. 25% virtual participation.
- We talked about what was most popular and what to offer next time.
- 20 minute sessions were attended more.
- Why are we not getting more people to use Panopto in the classroom?   Discussed ways to get more info out to people.
- Discussed what we should be doing the rest of the semester.

ITC Report - Mark
- Have not met. Last semester we had to ask people to participate, we now have a full roster. Have several ideas for discussion.

Campus Technology Services Report - Sean
New building openings
- Park - 10 new ATCs.
- Hewitt Union – C&I have moved in. New technology added to the classrooms. 36 additional access points 1st and 2nd floor

Wireless upgrades -
- Residence Halls - Johnson & Funnelle
- Lake Effect Cafe
- Mahar basement
- Culkin 7th floor

Winter breakout
- WBO - 25% participated virtually
- Accurate billing pilot project completed - freshman and transfers
  - Explained the background for accurate billing
  - Reviewed some of the processes - registration

Staff changes
- Eric Smith – IT Assistant Director at Xavier
- Melanie Washo - Onondaga Co IT
- Tim Yager – New position within CTS, Infrastructure Server Admin.

Active searches
- HD Coordinator
- Penfield Library TSP
- OLS TSP
- Temporary CTS DST

Spring semester update
- MyOswego to come back on line after load testing.
  - Sean explained what happened and we are doing load testing
  - There is no good time to upgrade software
- Oswego mobile app - will be updating the info on that. Try to provide more info to the students
- Rave Guardian replacement - mobile safety app used on campus. We will be moving to a new app. That is on the agenda for the next meeting.
- Metro Center expansion in March - construction project.
- Spring break - major upgrade of our internet capabilities.
  - Moving our internet capability from 1 gig to 10 gigs.
  - Moving internet streaming from 1 gig to 1.25 gigs.
- Summer residence closed circuit TV project.
- Cable TV project.
- Tyler surge.
- Help Desk renovation in July.

Larry - Are we making progress on card access?

Sean - In Shineman, we designed a process sat down with Casey and Brian Klyne and developed a process for three different levels of access

1. Students in a department
2. Students in a particular class/time dependent
3. If anyone grad student need access can make individual requests

We are creating a form for admins to enter into the system. At this time, Bryan has to input manually. The programming should be done in the next couple of months. The key system is your ID card. It is the same system that is used in the residence halls.

Larry - This is a huge complex facility we have advocated for a contact person. The info seems to flow one way; we never get the feedback and never know what the status is. A good example – Tim got the wireless printing functioning, however, there was limited notification within the facility.

Presentation
Lynda.com (Mark Springston, Rebecca Mushtare)
Did a presentation at Faculty Assembley - Will send out the presentation that was given at FA to the CTAB list.

Larry - couple notes
Is there a better way for a faculty member to copy and paste student photos into their own spreadsheet from banner without having to cut and paste each individual one? Discussion on ways that others do it. Also, Interview Exchange – is there easier/better ways of doing this in there?

We, as a campus, are working smarter - we have some good things, but not everyone is up to speed. Is there a better way of doing things?

These items should be discussion at the Education Committee meeting.

Larry - Getting TIP Grant recipients to come in and do the presentations is great.

Meeting adjourned 9:15am