Campus Technology Advisory Board
General Membership Meeting
February 14, 2020, 114 Marano Campus Center

Present: Mark Baker, William Bowers, Dave Bozak, Patricia Burnett, Marcia Burrell, Nicole Decker, Paul Divita, Kathi Dutton, Benjamin Entner, Brenda Farnham, Mike Flaherty, Richard Frieman, Greg Fuller, Josh Galletta, Theresa Gillard-Cook, Kristen Haynes, Pat Jackson, Dave Kahn, John Kane, Raihan Kahn, Dan Laird, Sean Moriarty, Kate Percival, Ritu Radhakrishnan, Liz Schmidt, Jenilee Ward

Administrative Support: David Kahn

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1. Welcome

2. Approval of Agenda
    Motion to approve, Dave Bozak; second the motion, John Kane 2nd. All in favor.

3. Approval of December 9, 2019 meeting minutes
    Motion to approve, Dave Bozak; second the motion Marcia B. 2nd. All in favor.

4. Open Session - Q & A
    Marcia -- what happened when Spectrum down?
CTS (Pisa) We lost ¾ of our internet over Saturday from our ISP provider (Spectrum). CTS also had issues with connectivity to help resolve the issue because of the outage. To better serve the community we were able to re-route calls to our main line so that UP's impact would be limited. CTS will take lessons learned to help improve if this event occurs again. This somewhat hits home with CTSs disaster recovery preparation planning.

5. Committee Reports
    ● TIP Committee Update
        ○ TIP Grants 2019-20 document was discussed. The TIP grants had been approved by the CTAB Executive in December.
        ○ 10 eligible requests, 7 received funding, out of the three two received gently used equipment, one was a previous TIP that was declined.
        ○ The School of Business asked for funding for a "Sales lab", TIP offered 1/3rd of the requested money providing the School of Business can find additional funding.
        ○ Discussion on if outside academic groups can apply for TIP. The feeling was that if the request was for student support and success and supported the campus's strategic plan, then the request would be considered.
    ● Educational Technology Committee
        ○ The committee had met.

- o Discussed removal of admin rights for podium and lab machines for security and compatibility with deep freeze.
- o Email will be sent out routinely to remind faculty they can submit software installation requests.
- o Discussed the use of iClicker and would like to send a poll out to faculty requesting what instructional technology they are/may be using to teach. The poll should be going out in a month.
- o Discussed how browsers are disabling some web based apps that run with Flash, Java, Shockwave, etc. CTS has little power over how browsers handle these. If a web app is using modern technology, there shouldn't be any issues.
- ITC Report (Theresa)
  - o Has not met yet, they will be doing a poll to find an appropriate meeting time.

6. Campus Technology Services Report (Sean)
   - Math Department has moved from Shineman into Poucher.
   - EHS has moved out of Lee Hall into Shineman.
   - We switched telephone providers.
     - o Discuss of how many campus members are using "Land lines"
   - Internet upgrade is still pending as we wait to work with our vendor.
   - Print management project
     - o SUNY is starting a system wide project to reduce printing on the campuses. Their goal is to save $25M.
   - Many phishing scam on campus
     - o User education is paramount to reducing the risk.
   - New computer lab refresh
     - o Mahar 210
     - o Penfield library
     - o B20
   - Administrative services software
     - o A new alumni system called "ThankQ" will be going live in August.
     - o AEFIS is being implemented which should help in our campus accreditation. Additionally, CV and tenure could be rolled into this.
     - o Website upgrade has begun.
     - o Implementation of the new textbook adoption program Timber>Adopt has begun.

7. Presentation(s) *** please add these presentations to this minutes (ask Sean for them)
   - Learning Materials - FA Subcommittee on learning materials, Inclusive Access and Timber>Adopt (Liz Schmidt, Daniel Laird & Paul Divita)
     - o Liz Schmidt - presentation on Ad-hoc adoption.
       - ▪ Inclusive access, electronic availability on day 1, billed through tuition.
       - ▪ 89 sections in the Fall 2019. About $161, 000 savings to students over list prices.
       - ▪ Book store: Flex Plan option, where students can work with the Bookstore about payment options for books.
     - o Dan Laird - Program overview
       - ▪ Charge placed on student tuition bill

- ▪ Day one access to class materials
- ▪ Negotiate with publishers for deeper discounts
- ▪ Opt out option is available
    - ● Discussion on is opt-out really an option?
    - ● There is a difference between optional vs. required material
- ▪ Paul Divita - Timber Adopt
    - ● Use for gathering adoption information

- ● Guest Wireless (Greg Fuller) - Greg will do a presentation in March.