Campus Technology Advisory Board
General Membership Meeting
March 8, 2019, 114 Marano Campus Center

Present: Josh Adams, Mark Baker, Eric Blanchard, William Bowers, Matt Brooks, Rick Buck, Marcia Burrell, Nicole Decker, Marcus Durso, Kristi Eck, Benjamin Entner, Brenda Farnham, Richard Frieman, Josh Galletta, Tyrone Johnson-Neuland, David Kahn, Raihan Khan, John Kane, Jenn Knapp, Emily Mitchell, Pat Moochler, Sean Moriarty, Mike Pisa, Maryann Preston, Ritu Radhakrishnan, Dave Sargent, Cole Sostak, Michael Schifano, Paul Tomascak, Joey Tse, Jenilee Ward, James Weinschreider
Administrative Support: Kristine Smith

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1) Approval of Agenda – Agenda approved.
    a) Motion to approve, John Kane; second the motion, Marcia Burrell. All in favor.

2) Approval of February 8, 2019 minutes – Minutes approved.
    a) Motion to approve, Brenda Farnham; second the motion, Mark Baker. All in favor.

3) Open Session - Q & A
    a) Ritu - How long do students keep their email, we are in the middle of updating the student email accounts, Mike - For current students, it is 13 months after attendance, we notify their accounts will be suspended and deleted (undergrad, non-matriculated). Graduate students are 24 months. Once they become alumni, they can keep their account as long as they renew annually. Each December we send out an email notifying alumnus's if they want to maintain their account, they need to reactivate. That way we do not keep unused accounts in the system. We do not offer a forwarding service.

4) Committee Discussion
    a) Educational Technology Committee (next meeting is April 10)
        i) John - Topics will be Lanigan spaces, and what the new plan will be on moving forward with the LMS project.

5) ITC Report (Theresa) - Meeting next week on the 13th.

6) Campus Technology Services Report
    a) IT Strategic Plan update (Sean Moriarty)
        ● Reviewing the gaps and successes, and where do we want to go after this?
        ● Originally had four goals
            ○ Academic goals, how do we support faculty and students
            ○ Administrative goals, how do we support administration systems
            ○ Campus Technology Services and how do we align ourselves to accomplish the goals that we had.
            ○ Decision making, where do we go from here?
        ● Review of IT Strategic Plan Goals and alignment with CTS Projects
        ● Kristi - we will be starting our Middle States accreditation project in a year. In the past, wave been collecting information in an archaic way through word documents and

surveys. We would like to find a system that will help us be more efficient and drive the institution forward. Our self-study is due in 2020-2021, this would be a great year for us to launch something and collect more information.

7) Presentation(s)
   ● 2017-18 TIP grant presentation (Pat Moochler) - The grant supports Communication Studies acquiring a portable television broadcast system, giving students real world experience in broadcast journalism. Implementing the "Live U" system allows live reporting which is used in the classroom as well as news production. The platform enables professors and students a tool which provides a wide range of live content, including events they otherwise may not have been able to cover, and those where a live feed is needed.
   ● TIP grant presentation (Jenn Knapp & Cole Sostak) - The grant supports the Theater department's move to a digital format to manage all productions. Ten iPads along with theater-industry software were purchased to allow Stage managers, Directors, Choreographers, Designers and Technicians to communicate instantly, make adjustments in moments, save reams of paper and time. The applications "Stage Write" and "Production Pro" were acquired and implemented to ensure students have access to state of the art technology.