
Campus Technology Advisory Board
General Membership Meeting
November 13, 2015, 8am – 9:30am, 114 Marano Campus Center

Present: Jeff Bradbury, Matt Brooks, Marcia Burrell, Nicole Decker, Zachary DeMarsh, Kathi Dutton, Brenda Farnham, Mike Flaherty, Theresa Gilliard-Cook, Sadig Gulaghayev, Mark Hardy, Chris Hebblethwaite, Tyrone Johnson-Neuland, Dave Kahn, John Kane, Paul Leary, Tim Leclerc, Sean Moriarty, Pat Pacitti, Mike Pisa, Allison Rank, Kelly Roe, Michael Schifano, Jordan Shutts, Barbara St. Michel, Natalie Sturr, Stephen Yang

Administrative Support: Kristine Smith

Mark Hardy, CTAB Chair – Welcome everyone.

1. Approval of Agenda – Agenda approved
 - a. Motion to approve agenda, Chris Hebblethwaite; second the motion, Jeff Bradbury. All in favor.

2. Approval of **Minutes**
 - a. Motion to approve minutes, Mike Flaherty, second, Chris Hebblethwaite. All in favor.

3. Open Session - Q & A

4. Committee Updates
 - a. Applications & Equipment - Natalie Sturr for Doug Pippin
 - i. Met on Wednesday, Dave Kahn did a demo on Apple Remote Desktop
 - ii. Showed Citrix environment, back end and issues involved. It helps with maintenance and licensing.

 - b. Education - Sean Moriarty for John Kane
 - i. Small turnout, spent time discussing items to focus on for winter breakout

5. ITC Report - Marcia
 - a. We met on November 6th, the most important detail was an update by Sean. He gave a nice report. We also discussed backups and etext.

6. Campus Technology Services Report - Sean
 - a. TIP grant update
 - i. 7 requests totalling \$145,000, \$75,000 available
 - ii. Meetings with the requesters are scheduled for today and next Friday

 - b. CTS Update
 - i. Strategic Plan - presentations on Monday to President's Council and FA - they went well.

- ii. Spoke to the RHA group on Wednesday - they are happy with what we have done to date, which includes:
 - 1. Lonis, Hart and Waterbury in 2015, Onondaga in 2013
 - 2. They would like us to continue to upgrade the wireless in the dorms. Sean met with Rick Kolenda from Residence Services on Thursday and over the next three years the College will:
 - a. Improve the wireless in Riggs during the next construction project in 2017. Then we will improve it in Funnelle when that construction project is undertaken.
 - b. We will upgrade the wireless in the other 8 residences, doing two, three or four per year. The buildings that are scheduled for this year are Moreland, Johnson and Riggs
 - c. Over the Winter break we are going to add a Netflix caching appliance which will help with residence bandwidth
- c. CTS project list update
 - i. etext project - we have five or six people participating (Lisa Sepi, Lisa Langlois, Doug Pippin, Amanda Feldman, Liz Schmitt and possibly John Kane - depending on the price of his text in digital format). John used digital text in the Fall semester for 400+ students and has been quite successful - receiving a tremendous price break and 100% buy-in from students.
 - 1. Marcia - etext - spoke with Rameen at Faculty Assembly. He said that he is very pro with faculty requiring etexts, and then in turn require computers. With this requirement, the students can get it on financial aid. He wants to make it very clear that this helps students.
 - 2. Mike Flaherty - couple things, one currently, students have the ability to either put money on an account for them to use in the bookstore or if they have excess financial aid, they can go into their bill and say I want to put x amount of \$\$ on my flex plan. You can use that money to increase that amount of money on the account which will enable you to buy a laptop. Students are required to make a down payment and pay the rest when the laptop is picked up. Auxillary Services may want to review it a bit because making the first payment can be a burden. If it is purchased through the college store, the store will service it. We will review machines next year.
 - ii. Faculty Computer Replacement
 - 1. VAPs, 18 requests, 15 completed
 - 2. Call for VAP - VAPs who have been with the University for three or more years will get a new PC if their PC is over five years old.
 - 3. Timeframe for sending the call out, mid-October, due November 1
 - iii. FCR - Call went out in March last year. There were 59 requests that qualified. We have installed 49 thus there are 10 left. We will have all of the requests done by December 1, 2015. Next FCR call When? December 1, due December 15. Cut-off date on age of computer? September 1, 2011.

- iv. VAPs will get new machines if they have worked here three years or more
- v. Workflow review
- vi. Administrative Systems updates - We will be going with a beta rollout of Banner XE at the start of the Spring semester. It will be available for add/drops and for Fall registration.
- vii. EMS - Training scheduled thru Jan 2016 with anticipated go live date mid-Feb
- viii. Web Upgrade update - Rollout to Acquia is very close to being completed. All material will be moved within the next 1 - 1 ½ weeks.

7. Presentation(s)

- a. HR onboarding workflow (Nicole, Holly)
- b. David Kahn - Apple Remote Desktop
- c. TIP presentations for November 13
 - i. Paul Leary, Music
 - ii. Nicole - Adobe Creative Cloud