1) Approval of Agenda – Agenda approved.  
   a) Motion to approve, Pat Krauss; second the motion, Peter Newell. All in favor.

2) Approval of November Minutes – Minutes approved.  
   a) Motion to approve, Mike Flaherty; second the motion, Brenda Farnham. All in favor.

3) Open Session - Q & A

4) Committee Discussion  
   a) Tip Committee Report. Thank you to those who participated on the committee. Can we have a motion to approve committee recommendations as presented. Mike Flaherty motion to approve; second the motion, John Kane. All in favor.

5) Educational Technology Committee - John Kane  
   a) Will be meeting next semester - February 2018

6) ITC Report - Theresa Gillard Cook  
   a) Met Wednesday, we are working on a document to help departments with their files, using Google Docs, etc., talking about different use cases for Facebook Workplace.

7) Campus Technology Services Report  
   Client Support & Computer Lab Changes  
   Facebook Workplace - Facebook Workplace (sunyedu.facebook.com) will go production at SUNY Oswego on December 18, 2017  
   Google Calendar – update will be available to the campus by December 18

The following labs are scheduled to have new hardware installed:
   - MCC 255
   - Penfield lab Macs, 24-hour room Macs
   - Lanigan 20
   - Shineman 406
   - Shineman 382 (awaiting equipment delivery - may wait until Spring 2018)
The following labs are scheduled to have hardware upgrades:
- Laker 115 (used)
- Sheldon 337 (used)
- Park 115 (memory and hard drive upgrades)
- Park 208 (testing graphics card for possible upgrade)

Support of FMO Construction Projects
- Hewitt Hall - Surge from Tyler to Hewitt to prepare for Phase II

Classroom Support Projects
- SOB 118 Rich Hall
- Arena Sound Upgrade
- Park 315 Screen replacements
- SUNY Oswego in Syracuse at the Metro Center Building Classroom upgrades (6 classrooms)
- Projector Replacements - Lanigan Hall (Winter and Spring 2018)

Networking/Infrastructure Projects
- Replace all network switches in Marano Campus Center - Swetman, Poucher and the Arena
- Site survey of the residence network in the half of Villages
- Academic and Residential Wireless controller upgrades
- Firewall upgrades and Firewall implementation startup services review
- Bandwidth shaper appliance upgrades
- Metro Center classroom routers
- Academic building VLAN cleanups
- Cayuga/Oneida HVAC connectivity
- Large UPS battery strength conditioning

Administrative Projects
- **Digital Direct Access** - The program will be delivered to 34 sections, 22 instructors, and will involve over 1,500 students
- **Open Educational Resources** – 5 professors received grants of $1,000 - $1,500 to implement OER materials into their classes and into the Creative Commons domain.
- **IT Accessibility** - Addition of Closed Captioning server for streamed events. Additional cost will be incurred when CC is provided to an event.
- **Event ticketing system replacement** - new system may be selected by late January for Spring implementation.
- **Master Calendar implementation** – Marketing and Communications, Dean of Students and Campus Life are all working with CTS to implement a campus master calendar.
- **ROI project** – work with President’s Office to communicate with students eligible for ROI upon graduation.
- **Excelsior Health Check** – work with Administrative offices to process and communicate with students their eligibility status and requirements to keep their Excelsior scholarship.

Other Administrative Projects ongoing through Winter and Spring semester:
• **Admissions CRM** – Selection committee is working through RFP process
• **Banner 9 introduction** – Banner 9 is being implemented to introduce transformed forms, which will be end of life in December 2018
• **SQR Conversion** – SQR programs for reporting are being re-written to prepare for the end of life of Oracle forms in April 2018
• **CAPA project** – processes are being streamlined between CAPA and Oswego to support implementation of the School of Record project
• **Millennium Ultra** – project to upgrade from Millennium as our electronic access application

**Security-related Projects**

• **Security Awareness training** - Roll out of online security awareness training within WeComply will start in December and run through January.
• **Alumni account renewal process** runs in December and January - Alumni acknowledge their use and responsibilities to use Oswego email system and renew their use of the system for the coming year.

8) **Presentation(s)**
   a) **Banner 9 (Sue Fisk) and Administrative Projects**

   Mike Flaherty suggested that CTS offer a Winter Breakout to teach how to use Banner 9.
   Sue - There are some exercises being offered, we haven’t gotten a lot of interest of people wanting to use it yet.
   Jean - There are different uses across campus so a general training would be difficult.
   Sue - Would have to have different sessions for different departments.