

Information Technology Council Zoom Meeting

Tuesday – December 1, 2020

3:00 – 4:30 pm

Minutes

Chair Jeff Coiner called the session to order at 3:03 pm and a quorum was present.

Members Present: Jeff Coiner (Chair); Greg Rainwater (Deputy Chair); David Young; Dr. Julie Masterson; Cameron Wickham; William Hader; Kelly Dalton; Kevin Piercy; Michelle Olsen; Chelsey Giles and Ian Alaimo

Also, present: Theresa McCoy, Lyn McKenzie and Bart Kelley

1. Welcome Jeff Coiner
2. Approval of Minutes from October 6, 2020 All

The October 6, 2020 minutes were approved by the group.

3. SCUF Proposals Jeff Coiner

In prior meetings, the Council discussed the need to streamline the SCUF proposal process and remove some of the repetitive requests.

Changes considered include the recurring applications that come in every year for network connections. The decision to eliminate those requests was agreed to.

We will continue to accept proposals for all student employees and central services that are funded by SCUF. The Council agreed to plan for the same funding levels for FY22 that we had for FY21 and we will not take any proposals for new requests due to the SCUF budget. In January 2021, we will discuss funding for all student employees. Please reach out to Jeff Coiner or Kevin Piercy with any questions or concerns.

4. Project Updates Jeff Coiner

Avaya VOIP phone system

The configuration of the VOIP system is complex. There have been delays due to a few reasons. While the rollout is a little behind schedule, progress is being made and the work with our vendors to complete the configuration is making progress. Questions about the project can be directed to Mark Harsen.

MSU Private Cloud Offering available in January 2021

We are preparing to offer virtual server options in the Cheek Hall data center as an alternative to purchasing expensive, physical servers. Information Services invested \$40,000 to install badge access to the Cheek Hall and the data center. We have also purchased equipment to expand our existing virtual environment for the campus and anticipate having it ready for use in February.

LinkedIn Learning

About 13% of the licenses are being used, around 400 users. The West Plains and Springfield campuses are both participating in using LinkedIn for employees and students. The average time of usage is about two hours which indicates that training is being taken. We will continue to educate the MSU community about the benefits and availability of LinkedIn Learning. Dr. Julie Masterson informed the Council that the Dean's will have questions about ROI, and who is using it, and which courses are being used.

5. Future State Discussion

All

Computer labs & Loaner equipment

According to Will Hader's observation, the computer labs were used for printing more, therefore web base printing would decrease the use of on campus computer labs. Usage of certain programs/software for students are still needed moving forward for certain programs. Ian Alamo discussed students needing computer equipment in the McQueary College of Health and Human Services. He shared possibly checking out a laptop for a semester or longer per student. Dr. Julie Masterson reinforced Ian's statement and agreed that it is great we are acknowledging the needs of the students.

Ian shared the web base printing has been going well in his department.

Kevin shared investing in a virtual printing lab, using specialty software is less expensive compared to buying PCs.

Suggesting additional feedback from other colleges on the MSU campus.

6. Blackboard Course Retention

Kevin Piercy

The Council discussed how long to retain course data on blackboard cloud instance. In the past, it was decided for 3 years. Currently, in blackboard we have jumped past the 9 terabytes in our contract due to the pandemic. We are seeing videos and much more content being uploaded. To add an additional 4 terabytes will be looking at 48,000 a year. We need to get down to the contracted amount or pay for the additional terabytes. We are investigating what other solutions we can use for storing course data. W. Hader suggested money could be better served with faculty and staff time to manage the data storage to get back to contract amount. Theresa McCoy discussed retention requirements for grades, etc. There is a 5-year retention requirement for grades. Additional input will be needed to determine the appropriate term and process for Blackboard space management.

7. Reminders

All

On Saturday, January 2, 2021, the following systems will be upgraded and therefore unavailable:

- 12:00 a.m. – 12:30 a.m. – Internet for Springfield, West Plains and Mountain Grove campuses will be unavailable

- 8:00 a.m. – 12:00 p.m. – Phone services for Springfield campus will be unavailable intermittently

There will be no impact to other systems such as: University networks, main websites, My Missouri State, Banner, Blackboard, Office 365, email services, CashNet, video surveillance systems, electronic door access systems, and the application for admission.

Should you have any questions or concerns, please contact Stacey Tune at 417-836-6 555 or via email at StaceyTune@MissouriState.edu.

8. Next Meeting February 2, 2021 / 3:00 – 4:30 pm; Zoom Meeting All

There was no additional new business to discuss and the meeting adjourned at 3:57 pm.

Information Technology Council Minutes – December 1, 2020