

**IT Council Minutes
Carrington 203
December 2, 2014
3:00 p.m. – 4:30 p.m.**

Members Present: Jeff Morrissey, Greg Rainwater, Sarah Caldwell, Mark Putman, Kevin Piercy, Thomas Peters, Victor Matthews, Lindsey Kolb, Ken McClure, Steve Foucart, Robert Hornberger, Luke Pitchford

Guests: Scott Schneider

The IT Council Meeting was called to order at 3:01 p.m. and the Council Chair determined a quorum was present.

Minutes from the October 7, 2014 meeting were reviewed. Lindsey Kolb moved to approve the minutes. Mark Putman seconded the motion, all approved and the motion carried.

IT Council Chair, Jeff Morrissey, welcomed and introduced to council, Luke Pitchford, Director of Information Technology Services, WP.

Learning Management System Updates – Jeff Morrissey, Kevin Piercy

Purchase of university-wide Blackboard Collaborate license – Feedback from the Bb Collaborate pilot project has been positive and negotiations with Blackboard have been very successful, resulting in the potential to purchase a university-wide license for Bb Collaborate Web Conferencing and Bb Collaborate Enterprise IM, along with associated implementation and training costs, for much lower than initially expected. This will be a multi-year agreement that will run through April 2017 and be set to co-term with the University's existing Bb Learn license. To take advantage of this reduced pricing, which will result in over \$100,000 in cost savings, the purchase must be made prior to the end of the 2014 calendar year. In order to secure these savings, the proposal will be presented to the Board of Governors for approval at their December 2014 meeting.

Lindsey asked if a vote needed to be taken on the proposal before proceeding. Kevin reminded the Council that no vote was needed, as the funding for the purchase had already been approved as part of the FY 2015 SCUF process, and the purchase had been on hold pending the completion of the pilot project.

Learning Management System Advisory Committee (LMSAC) – Jeff presented to the Council a handout titled "Learning Management System Advisory Committee - Initial Charge and Membership". With the Learning Management System (LMS) becoming increasingly mission critical, it is important for the Council to have an advisory body dedicated to it, so the Learning Management System Advisory Committee (LMSAC) is being created, based on the successful model used for the Instructional Technology Advisory Committee (ITAC). The charge and

membership was briefly discussed, with no concerns raised. A LMSAC section will be added to the IT Council website after representatives have been selected by their respective areas.

Student Computer Usage Fee (SCUF): Springfield Campus – Greg Rainwater, Kevin Piercy

FY 2016 Proposal Solicitation and Calendar – Greg Rainwater

Greg handed out a document titled “SCUF Budget Calendar” and briefly explained the preparation of the calendar dates and significance of the deadlines which include proposals, reviews, and corresponding dates of IT Council meetings.

FY 2016 Proposed Pay Rates for SCUF-funded student employees – Kevin Piercy

SCUF has three standard pay rates for student workers based on job category and the pay ranges established by Student Employment, and these pay rates need to be specified on the SCUF proposal forms. On January 01, 2015 the Minimum Wage in Missouri is scheduled to increase from \$7.50/hour to \$7.65/hour, a \$0.15/hour increase. The SCUF standard pay rates for student workers are normally adjusted upwards by the same amount, but need Council approval. The cost of this adjusted is expected to be approximately \$7,050 per year.

Mark Putman moved to approve the increase, Dean Peters seconded the motion, all approved and the motion carried.

FY 2016 Computer Lab Inventory and Redistribution Process – Kevin Piercy

SCUF redistributes hundreds of computers every year, and a master inventory is used to plan the SCUF computer redistribution process and make sure the computers go where they are most needed. The last inventory was done in January of 2013 and there have been a lot of changes since then, so a new inventory process will be conducted this year. The new inventory forms will be sent out in January 2015, and the completed forms must be received by Monday, April 6, 2015.

Instructional Technology Advisory Committee Updates – Kevin Piercy, Lindsey Kolb

Classroom High-Density Wireless Pilot Project - The Instructional Technology Advisory Committee (ITAC) met on Nov. 7 and from the list of classroom buildings not slated for renovation soon, the committee selected Strong Hall for the Classroom High-Density Wireless Pilot Project. This project would include thirty classrooms on five floors, 17 of which have a capacity of 30 or more. After a brief discussion, no objections were raised to the use of Strong Hall for the pilot, so plans for the pilot will proceed.

Student Government Association (SGA) Wireless Survey Results –Lindsey Kolb presented the survey results to IT Council. Highly recommended areas of wireless results were shown to be those of higher population. Areas not highly rated on the survey were discussed briefly and

further discussions will follow. This survey also supported the findings that 80% of those using the wireless attested of the improvement of this year over last.

University Testing/Assessment Center Update – Tom Peters

Tom briefed council members on the Meyer Library long-range space plan. Tom continued the briefing with a status update on the establishment of a Testing/Assessment Center which is slated to be opened by August 15, 2015. Further details of the center will be discussed at future IT Council meetings as additional information becomes available.

Master List of Distributed Servers Initiative – Jeff Morrissey

Jeff spoke briefly to the Council regarding the initiative to enhance information security practices and energy conservation efforts by developing a master list of distributed servers contained in the various colleges and other decentralized areas of the University. Status update included meeting with IT support staff to brief them on the initiative, completing the initial inventory of servers, and what the next steps in the process will be to complete the initiative. The task force associated with this initiative will begin meeting shortly after the semester break to develop the report of findings and recommendations.

New Business- None

Victor Matthews motioned to adjourn the meeting. Mark Putman seconded the motion, all approved, motion carried. Meeting adjourned at 4:26 p.m.