Minutes of the Meeting of the Information Technology Council
17 April 2015
12:00 pm – 1:00 pm
DRAFT

The Information Technology Council (ITC) of Clayton State University met on Friday March 20, 2015 in UC-121 President's Conference room. The meeting was called to order by Norman Grizzell - Chairman.

Voting members present: Karen LaMarsh, Gordon Baker, Jeff Jacobs, Jill Lane, Naulbert Nolan, Norman Grizzell, Robert Vaughan, Paul Bailey, Heidi Benford, Richard Pearce-Moses, Jason Berry, Keith Miller, Charles Read

Non-voting attendees: Bill Gruszka, Leanne Bradberry, Debye Baird, Kara Mullen, Joshua Darling, Cheryl Jordan

The members of the ITC agreed to the following:

1. **Approval of Minutes** February and March minutes were approved via Qualtrics

2. **CIO Report**
   - Welcome Debye Baird back to CSU. Working part-time as Director of Client Services. First task is reviewing job description for position and formally advertising for qualified candidates.
   - UPS for Data Center on order. To be installed after graduation
   - High speed data connections to PTC and Lucy Huie Hall being installed now
   - Vendor fair last Tuesday for faculty laptop selection. Reps from Dell, HP, Lenovo, and Apple.
   - ITS Strategic Plan will be updated soon. Keith Miller to assist with revision.
   - Budget request for new network storage. About 50% of request was granted.
   - College of Health awarded a grant to start a community health clinic and program. ITS currently reviewing HIPPA laws and addressing network security issues.
   - ServiceNow Express ticketing system for The HUB. Could be on the early end of implementation with the Board of Regents.
   - Information Security Plan for CSU was reviewed last week by the BOR. Several suggestions were made for changes and improvements to implement over the next year.

3. **Committee Reports**
   - Governance & Budget Committee
     - Because of recent changes in ITS administration, Jill introduced the idea of converting ITC from an operational control group to more of an advisory group for ITS. An advisory board will serve Bill and ITS better with helping to gather input from the campus about IT needs and direction. It's unclear at this point how it would affect the group. It's likely that subcommittees would continue to meet regularly and that the ITC itself might meet quarterly and conduct more communication through email. The G&B subcommittee will continue to discuss and seek input and recommendations from the ITC. It's likely the change will need to be presented to and approved by Dr. Hynes since he empaneled the committee.
   - Support & Services Committee
     - Three new members: Cynthia Jones (Bursar), Amanda James (Financial Aid), and a representative from the School of Nursing
     - After review of their five current projects, they gave #4 to Bill (Peer Institutions & Support)
     - Cheryl added that they are re-writing acceptable use policies
   - Academic IT Committee

- o Bill met with the Academic subcommittee to discuss faculty standards of laptop use
4. Information Item
- Welcome Joshua Darling from Athletics
5. Unfinished Business
- None
6. Adjournment
- Meeting was adjourned at approximately 12:45 pm on April 17, 2015