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MINUTES
Information Technology Advisory Committee
May 3, 2019

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Attendees: Thomas Asbury (guest), Lisa Blackwell, Charley Cosmato, Danny Kemp, Phillip Hardy, Karen Hill, Randy McCallister, Elizabeth McCormick, Lisa McDaniel (guest), Randa McDonald, Margaret McManus, Jackie McNabb, Ed Oakes, Shannon Phillips, George Santopietro, Rebecca Scheckler (guest), Ken Smith, Matthew Taylor, Andrew Travis, David Underwood, Jeff Willner

Absentees: Adrian Aron, Sharon Barrett, Jachwan Jeong, Neal Leahy, Jason Lucas, Bob Phillips, Denise Rahmes, Sean Ramsey, Meghan Spraker

Charley Cosmato called the Information Technology Advisory Committee to order at 1:00 p.m. on May 3, 2019 in the Martin 230 Conference Room.

Charley asked for a motion to approve minutes for the April 1, 2019 meeting. Jeff Willner motioned, Elizabeth McCormick seconded, motion carried.

I. Update on Zoom Rooms in Roanoke – Currently preparing two DPT rooms using older Cisco equipment to be updated to Zoom rooms. A conference room at Carilion will become a Zoom room along with the two large rooms in the basement of Heth. Also, DoIT is working on a new license for unlimited pro accounts. It is expected for everyone to have a pro account by the end of May.

II. Upcoming Changes Week of May 13 – This week patches & upgrading of systems will take place. An email message with the day by day list of what to expect and when will got out Thursday or Friday of next week. Remind everyone that on May 16 D2L will be unavailable the entire day, moving from hosted center into Amazon Cloud. No changes are expected.

III. Fischer Update – New identity management for account provisioning and de-provisioning and password management. The conversion will take place late May 15 and will be back up on May 16. During this time, you will not be able to change your password. If you need to change your password during this time you will be sent an email with a code to your personal email.

IV. Classroom and Computer Labs Summer Updates/Maintenance Checks – Electronic Engineering has moved to Walker 198. This move will help improve service by being a little closer to campus. Before every term the Help Desk and Electronic Engineering looks at every classroom to make sure there are no issues. If for some reason you do have an issue in a classroom or lab please contact the help desk.

V. RUC Update
    i. User Support – Working on single point of contact and flow of remote support. Knowledge base articles will be available and training plans have been made for faculty and staff.
    ii. Security – Focusing on Carilion data protection. The compliance department is working on keeping Carilion data separate. Emergency notifications will be through Everbridge and we are encouraging everyone to self-enroll.
    iii. Administrative Applications – Any student that signed a FERPA release was entered into Banner in March. Currently working on academic history migration which should take place mid-July.
    iv. Account Provisioning – Creating accounts for 12-month employees to have access to email.

     v.   Infrastructure – Internet connection is scheduled to be complete by July 29. All computers will be rebuilt and moved to Radford's network.

    vi.   LMS - Blackboard will continue through May 2020 then will transition to D2L and the Blackboard icon will be on available MyRU. Two instructional designers will be available to faculty to help with this transition.

With no further business to come before the committee Charley requested a motion to adjourn, Randa McDonald motioned, Ed Oakes seconded, motion carried. The meeting adjourned at 1:48 p.m.

Respectfully submitted,
Sharon R. Ratcliffe