

IT Services and Systems Committee Fall Meeting

October 5, 2018 | Torgersen 1120

Meeting called by: Scott Midkiff

Type of meeting: IT Services and Systems Committee Fall Meeting

Facilitator: William Dougherty

Note taker: Nichole Seeman

Agenda Topics

Introductions [All]

Welcome and purpose [Scott]

Agenda “bashing” [All]

Meeting formats and frequency [Scott/All]

Organization of committee and subcommittees [Scott/Dale/Terry/William/Debbie/All]

Identification of topics for subcommittees and full committees [All]

Additional discussion as time permits [All]

Minutes

Started: 9:30

1. Introductions

- | | |
|---------------------------|----------------------------|
| - Scott Midkiff | - Justin Davenport |
| - Dale Pike | - Kenneth Wong – via Zoom |
| - Deborah (Debbie) Fulton | - Lisa McNair |
| - Denise Hudson | - Neal Vines |
| - Hannah Pajewski | - Nichole Seeman |
| - Heather Wagoner | - Terry Herdman – via Zoom |
| - Jacob (Jake) Lahne | - William Dougherty |
| - Jason (Jed) Krisch | |
| - Jeremy Ogorzalek | |
| - Judy Alford | |
- Not present: Randolph Wynne

2. Welcome and purpose

a. Purpose:

- i. This is a new committee, we are operating under no preconceived notions of what we need to do.

- ii. The old committee had issues because the scope was too broad that eh committee did not get to set the agenda. The committee was not productive and provide the input they wanted. That committee was suspended and broken out into advisory committees within different areas of IT. We are changing from the advisory committee approach to an umbrella approach. The umbrella approach will consist of one full committee, but also have 4 subcommittees. The expectations are that everyone must be on at least one subcommittee. The subcommittees will report back to the main committee.
- iii. The main committee and subcommittees need to make sure they are using their time efficiently. There is no requirement on how many meetings must occur, do not hold a meeting without purpose. These meetings are flexible, there is no requirement on how often, when, or how long meetings must be.
- iv. It is a purpose of this committee to make sure we are understanding what campus needs are and to do that it a constructive and proactive way. We are here to communicate, listen, and help lead direction to an efficient solution.
- v. Communications to many is one of the hardest things to do at Virginia Tech. What advice do you have to help us relate to an audience larger than this committee and what kind of ways can we be of help to our constituents?
- vi. Technology landscape changes so rapidly that we need to know what's coming so we can engage our experts to anticipate and prepare, not waste time guessing and wasting money.
- vii. Vision for this group to suggest and inform the agenda more broadly as it relates to IT policy or other issues that might be a broader concern than just the division of IT.
- viii. When subcommittees meet they need to save minutes and documents within the team drive.

Anything missing from agenda? – No responses

3. Plan

- Full committee: Fall and spring meeting
- Subcommittees: At least one in fall and spring

No objections

4. Subcommittees

a. Teaching and Learning – Dale Pike Chair

i. How technology supports teaching and learning across the university

- Justin
- Dale
- Lisa
- Neal
- Hannah
- Kenneth
- Jeremy
- Maybe Jed
- Maybe Judy

b. Research – Terry Herdman Chair

- i. Involves research computing, high performance computing, network connectivity, support researchers of all types, and access to software
 - o Jed
 - o Justin
 - o Neal
 - o Jake
 - o Jeremy
 - o Kenneth
 - o Maybe Lisa
 - c. Administrative Systems – Debbie Chair
 - i. Banner and other administrative processes and systems
 - o Denise
 - o Heather
 - o Judy
 - o Lisa
 - o Kenneth
 - d. Infrastructure – William Chair
 - i. Involves instanetwork, email, Google, Office 365, and identity infrastructure.
 - o Denise
 - o Heather
 - o Justin
 - o Judy
 - o Neal
- Nothing is off limits; any topic can be discussed in any group or in the main committee. For example, subcommittee Teaching and Learning and Infrastructure could both have conversations about Zoom.
5. Topics Wanted
- a. Process for software licenses and reviews. Including the time it takes, and a way to expedite.
 - b. Campus wide recognition. There is a combination of lack of recognition of technology we offer and things we do not offer that may be needed. We need to get word out about what we have, discover gaps, and provide services.
 - c. Support of undergraduate students. There is a focus right now on graduate and part time students, but undergraduate needs are going to begin increasing.
 - d. Research tools, licensing and business and cost models. Collaboration needs and sharing data – particularly in the healthcare space. Focus on how we receive, protect, and audit data and policies. Make sure we are educating and spreading the word. Make ourselves aware of any improper use that is going on and focus on distance learning. There is a lot of success and availability but there are challenges. Challenges such as participation and places on campus to access equipment.
 - e. Getting software access for students in a timely manner and recognizing if students need help in order to use technology.

- f. Dr. Midkiff advocates we put a list together of things we do and things others (at different schools or companies) are doing to improve communications for the spring meeting.

End: 10:29