Technology Advisory Board (TAB) Committee
September 28, 2018

605 Hodges Library Conference Room

MEETING MINUTES

Attendees: **Joel Reeves, Jennifer Gramling, Mark Alexander, James Remington** for David Cihak**, Larry Jennings, David Ratledge, Matthew Herald,** Sam Hazlewood**, Nick Corbin, Chandler Lampe, Michelle Parker, Jenn Summers, Evan Painter** (**bold** indicates present)

1. **Welcome**

Joel Reeves welcomed everyone to the first meeting of the 2018-2019 TAB committee.

2. **Updates**
   - Dorm printing-Students would like printers in dorms for safety reasons. Printers have already been added to some dorms. Plan to add more where staffing is available to manage paper.
   - Nick Corbin asked when more printers in dorms will be implemented. Location and time is TBD.
   - Clickers-Enterprise subscription now funded by Tech Fee. Students no longer have to pay extra. Some classes still require purchase of a device. SGA Students would like to use the app for voting or when a vote is needed. Instructions on how to do so will be provided to TAB SGA reps.
   - Suggestion box update- interested in technology suggestions. People can vote up or down. Suggestion box is located on the OIT website and has been advertised in IT Weekly, VolUpdate, etc. Chandler Lampe asked if a "soft" version of Volcard could be installed on smart phones. This could be a optional since not all students have smart phones.
   - College requests – classroom technology
     - Departments are providing their own support for this- Haslam College of Business uses their own technology in the classrooms on floors 2-5. This differs from AMX which is what OIT supports. Joel has researched this and since they are maximizing classroom space and paying to maintain staff to maintain it, standardizing is not a must at this point. Haslam is currently using Crestron. Michelle Parker asked which program is easier to use, Joel said that both are the same.
     - How class space is used – Classrooms are nationalized by divisions. Haslam has first priority in their building since they do very well at filling their classes.

     - Meeting classroom tech guidelines that the University follows-Keeping technology under 6 years so that tech is up to date. Enough funds to do approximately 50 rooms annually.

3. **New Business**
   - Budget overview 2018-2019- Jenn Summers asks if awards are competitive. Joel responded that they are not necessarily competitive but prioritized by college and TAB.

- Student email- Looking into converting to Gmail only rather than office 365.
- Michelle Parker has concerns about the privacy of student's grades using Gmail. However, Office 365 is making changes that may force the use of Gmail in place of Office 365.
- Inserted Information: Google Apps for Education (GAE, UT's institutional agreement) differs from personal Google accounts. Information regarding privacy under GAE can be found at:

https://edu.google.com/k-12-solutions/privacy-security/?modal_active=none

https://gsuite.google.com/terms/education_privacy.html?_ga=2.266871177.668068165.1538500534-1787909269.1538500534

- Two-factor authentication- OIT will be making 2 factor authentication optional in January, 2019 with a goal of requiring for all students/faculty/staff in Fall semester, 2019.
- As part of 2 factor enablement, OIT will evaluate password policy with UT system and seek to relax the change requirements.
- Chandler Lampe asked going to 2-factor authentication would change the way the passwords were reset. Joel answer that it would not change the way passwords are reset but that he would have the team look at it and have a clearer answer at a later date.
  - Duo procurement complete
  - Fall 2018 – OIT staff enabled to pilot all CAS apps globally as well as Shibboleth ones.
    - CAS: AdAstra, Argos, Banner, Canvas, Elements, GradesFirst, my UTK, SAS, Taleo, TouchNet, others
    - Shibboleth: Zoom, Lynda.com, K@TE, IRIS Web, Cayuse, others
  ii. Office 365, Google, LDAP and AD authenticated apps ASAP
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  - November – new multi-campus login screen launches
    - NetID (or UTK, UHSC) vs. UTC, UTM
  - Voluntary opt-in period beginning early 2019
    - Including early adopters
    - Enabled for all users for/as each new app added
  - Mandatory entitlement in mid-Fall 2019
  - UTHSC also implementing Duo
  - UTC & UTM TBD (considering 2FA & Duo)
  - Tokens TBD

4. **College/Department Award Cycle**
   - February 4-8, 2019 Tech Fee request letters and guidelines sent to Colleges/Units
   - March 29, 2019 Deadline for submission of all funding request documents
   - April 26, 2019 TAB makes allocations at April meeting
   - Early May, 2019 Colleges/Units receive award verification and purchase reimbursement guidelines
   - July 1, 2019 Colleges/Units place orders with vendors
   - March 31, 2020 reimbursement for expenses following standard guidelines

5. **Other Business-** Matthew Herald suggests moving minimum amount for printing fee on Volcard from $15 to $5. This is a concern since an appeal has to be done to get money back off Volcard and students don't always use the whole $15.

   - Jennifer Gramling Arc, the new feature in Canvas, is great! James Remington states that he also uses Arc very heavily for observation and enjoys it. It integrates into Canvas which is a plus.
   - Chandler Lampe questioned connecting gaming devices to Wifi in dorms. Larry Jennings suggests going through device registration and James Reynolds suggests going to the Commons and asking for assistance there. The problem is with figuring out the Mac address of the device one is registering, not a connection or registration issue.

6. **Adjournment**
   Joel Reeves adjourned the meeting at 4:30. The next meeting is scheduled for October 26, 2018 at 3:30pm the 605 Hodges Library Conference Room.

   Minutes submitted by: Mary Mebine