MONTANA STATE UNIVERSITY NORTHERN

Committee Name:	*Technology Council*		
Date of Meeting:	*02-Mar-2017*	*Location:*	*Library Conference room*
Meeting Notes Prepared By:	*Marianne Hoppe*		
Membership:	*2 Faculty; 1 student; 1 representative each from: classified staff, classified exempt staff, Library, Registrar, Extended University, Business Services; Provost; Chief Information Officer.*		

1. Purpose of Meeting

Disperse information on campus technology topics, and get input and recommendations on a number of issues.

2. Attendance at Meeting

Bill Rugg, Alisha Schroeder, Thomas Welch, Belinda Potter, Steven Turville, Gary Garland, Marianne Hoppe

3. Meeting Agenda

Agenda:
a) Approval of minutes
b) Old Business:
    i. Labs & Classrooms
    ii. College Scheduler
    iii. Box
    iv. Security Training for Staff and Faculty
    v. CEASN request for SPSS statistical software
c) New Business:
    i. Computer Fee Advisory Committee (CFAC) membership
    ii. IT meeting @ MSU-Billings
    iii. Miscellaneous ITS updates
    iv. Council member roundtable
d) Date for next meeting
e) Adjournment

4. Meeting Notes, Decisions, Issues

a. The minutes of the previous meeting were unanimously approved as distributed.

b. Old Business

    i. Labs & Classrooms discussion.

- Tom Welch reported on his positive experience with the NetOp Vision Pro software that has been installed in the labs.
- As part of the council's recommendation from previous meeting that no additional labs requiring the purchase of computers should be allowed, ITS was to provide a lab usage report to the committee. A preliminary report for Fall 2016 lab usage was shown to the council.
- *ACTION ITEM:* ITS will make refinements to the report and present findings at the next meeting

ii. College Scheduler discussion.
- The program would show advisors and students all possible schedule iterations for classes they enter, and is integrated with Banner and DegreeWorks.
- CIO was unable to obtain pricing from MSU-Bozeman.
- The MSU-Bozeman CIO has stated he will get this information for us.
- *ACTION ITEM:* CIO will periodically check in with the MSU-Bozeman CIO as to the status of this item.

iii. Box discussion.
- Box is a cloud service allows users to share and collaborate on documents and files online with users both inside and outside the organization.
- The council's recommendation from the previous meeting was that MSU-Northern should not buy into the service due to the price point and lack of an identified funding source.
- MSU-Bozeman's new licensing agreement allows them to give us access. MSU-Northern and GFC MSU will both be given accounts for all students, faculty, and staff *at no cost.* The portal will have MSU-Bozeman branding.
- *ACTION ITEM:* CIO will periodically check in with the MSU-Bozeman CIO as to the status of this item.

iv. Security Training for Staff and Faculty discussion.
- Risk Management informed us we cannot participate in the premium discount program unless we are able to document that 50% of employees have completed training.
- At the previous council meeting Extended University declined to host the training on D2L
- *ACTION ITEM:* ITS will reach out to MSU-Bozeman to find out if their SANS training modules are still available to us and what alternative delivery methods are available.

v. CEASN request for SPSS statistical software.
- At the previous council meeting ITS agreed to pay for a 5 license package, as a one-time, one year purchase. If the College wishes to continue to use the software another funding source will need to be found.

- The purchase has been initiated, however the vendor is located outside the US and there have been issues with the transaction.
- *ACTION ITEM:* CIO will continue to work through the issues to get the licenses & software.

c. ***New Business***

   i.   Computer Fee Advisory Committee (CFAC) membership discussion

- The council decided to keep the faculty and administrative portion of the committee membership the same as last year.
- Any purchases over $25K need to be approved by the Board of Regents at their May meeting.
- *ACTION ITEM:* CIO will call for a CFAC meeting in March to decide on expenditures.

   ii.   IT Policies and Procedures

- There are a number of BOR/MSU Enterprise policies that MSU-Northern need to have procedures for.
- *ACTION ITEM:* CIO will work on the required procedures.

   iii.   IT Meeting @ MSU-Billings (informational item)

- CIO attended a meeting in Billings with IT representatives from all four MSU campuses.
- Banner 9 (aka Banner XE) upgrade. Reasons for upgrade: There will be no more Banner upgrades; Banner 8 is end-of-life as of December 2018. XE will be mobile friendly. 3 phases of implementation: 1) Single Sign On for Banner INF will need to be in place before upgrade can proceed, 2) Transformation of current forms to new format – all web based, no java. 3) four campus decisions on which, if any, new features should be enabled. Implementing new features may require business process changes.
- Data stewardship. This relates to c ii above.
- Network collaboration. MSU-Bozeman is going to develop a Request for Information (RFI) for connectivity options for all campuses and remote locations. The MSU-Bozeman CIO feels the MSU system is not tied to, and has no obligation to stay with, the state's SummitNet network.
- Shared Services. Efficiency/economy of scale. The four campus IT units already to a lot of this. Agreed to share any major hardware or software purchase plans (over $10K).
- D2L. MSU-Bozeman will share current unlicensed module intel with the four campuses & facilitate a conversation between campuses on any potential interest in the new modules.

   iv.   Miscellaneous ITS updates (informational item)

- Campus web server. The MSUN web server hardware has been upgraded and all services are now running on the new platform.
- CMS training. 18 individuals participated in training at the start of January. Only 4 have logged in since and updated information.

	• Network attached storage. The storage unit for Rigel which contains Z and departmental drives will be replaced, increasing available storage. • Core network hardware upgrades. Equipment upgrades will be done that will then allow for some network enhancements.

6. Next Meeting	
Date: TBA	**Mid to late April 2017**