East Tennessee State University

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11-17-2023

2023 November 17 - Information Technology Council Minutes

Information Technology Council, East Tennessee State University

Information Technology Council

Minutes

President's Conference Room 206 / Zoom

November 17, 2023 – 8:30 a.m.

1. **Call to Order**
   a. Dr. Karen King called the meeting of the Information Technology Council to order at 8:30 a.m. in the President's Conference Room 206 at East Tennessee State University.
   b. Due to conflicts with the BOT Meeting, ITC will be moved to the fourth Friday of each month beginning in January 2024.

2. **Attendance**
   a. Members present: Samuel Adenekan (SGA), Rob Archer, Joe Chappell, David Currie, Adam Greever, Bill Hemphill, Keith Johnson, Myra Jones, Karen King, Mike Lehrfeld, Candy Massey, Rob Nelson, Roslyn Robinson, Steve Webb, Dan VanZant, Jonathan Wilson
   b. Members absent: Jeff Blanton, Doug Burgess, Michelle Byrd, Lindsay Daniel, Phillip Davidson (SGA), Tom Donohoe, Wendy Eckert, Bill Flora, Stephen Hendrix, Rebecca Lewis, David Linville, Margaret Pate, Beth Wiley

3. **Action Items**
   a. Approval of ITC Minutes from October 20, 2023
      i. Karen King called for a motion to accept and approve the October 2023 meeting minutes as posted. Bill Hemphill made a motion to approve with a second by Keith Johnson and the motion carried.

4. **Information Items**
   a. Project Management Report – Candy Massey
      i. ITS Unit Priority Report
      ii. Closed Project for 2023
      iii. New Projects for 2023

5. **CIO Updates**
    a. Voyager
        i. Six-month extension from January 2024 to July 1, 2024
    b. Ring Central
        i. Nicks Hall, Sherrod Library, Rogers-Stout phone numbers have been ported
        ii. When moved to Ring Central you no longer need to use 8 to dial out and must use 423 prefix for local calls.
        iii. Fax will be added at the end of the project.
    c. Q Drive Discussion
        i. Z drive went away, next is Q drive, will migrate to One drive to eliminate duplicate services and backups, there will be a communication plan, Q drive will be read only
    d. Weebly & Cybersecurity Training
        i. Weebly for web hosting & development, Squareup is parent company, logical syllogism, an example of what's used as an attack vector, contributing factors, procedures during a Weebly-based attack (see slides linked above)
            1. UMC owns website, ITS provides backend services
        ii. Cybersecurity awareness performance, completion rates, bridge training (see slides linked above)
            1. Completion rates are reported on audit
            2. Discussed communication options for next campaign
            3. Student messaging options - add to training, use social media, embed in orientation, add to CSI1100 or ETSU1020, student worker spoke to SGA

6. **Subcommittee Reports**
    a. Network and Security Subcommittee – Rob Nelson, Mike Lehrfeld
        i. No report.
    b. Enterprise Resource Planning Subcommittee – Rob Archer, Beth Wiley
        i. No report.
    c. Research Technology Subcommittee – David Currie, Wendy Eckert
        i. No report.
    d. Student Advisory Subcommittee – Adam Greever, Jonathan Wilson
        i. No report.
    e. Data Governance Subcommittee – Joe Chappell, Tom Donohoe
        i. No report.
    f. Academic/Instructional Technology Subcommittee – Myra Jones, Dan VanZant
        i. No report.

7. **Old Business -** None

8. **New Business** – None

9. **Adjournment**
   a. The meeting was adjourned at 9:55am.