

Notes on UC-IT Meeting  
September 14, 2020  
1300 - 1400  
Location: virtual meeting room

Attending: Scott Randby, Eli Eubanks, John Corby, Ellen Perduyn, Carrie Buo, Nathan Yost, Sejuti Banik

Absent:

Scott Randby, current vice chair, asked for and received motion and second to approve minutes, citing a quorum present.

Election of officers:

With motions and seconds, each of the following members were unanimously elected:

Scott Randby, chair; Eli Eubanks, vice chair, Sejuti Banik, secretary.

Note: Ellen Perduyn, secretary, updated group that she will be retiring from the University in December. She resigned that capacity and a new Secretary was elected. Ellen Perduyn will remain on the committee as a member until December.

Dr. Randby gained agreement from the group on how to complete the FY2020 requirement to submit a committee report to the University Counsel (UC). This task was not completed due to the University's truncated Spring and Summer semester by COVID-19, resulting in the last meeting of the UC-IT committee on Feb 14, 2020.

A motion and 2<sup>nd</sup> were approved by all for a report that showed the goal completed, and noted that the other goals were not completed. The completed goal, a resolution sent to UC and approved by UC on March 10, concerned the necessity of upgrading ERP storage. John Corby added that network space storage is being looked at.

Discussion: Carrie Buo asked for an update on VOIP, a recommendation that the committee had planned to submit to UC in FY2020. John Corby said they had to change the priorities of moving to VOIP when the March shut down occurred, and attend to call centers, which was done. The IT Dept is now going building to building. The request for head sets for working from home is higher than predicted before the shut down, he said. As for analog phones in offices, the residual value is so low that retrieving the phones is not a priority. Rather, the connection in an office will be switched to network.

FY2021 Goals:

Options for goals were assisted by a list of considerations that Scott Randby and John Corby created prior to the meeting, with committee members invited by Dr. Randby to add others. After discussion, the following goals are planned for FY 2021.

Measurable outcome for each will be completion of a recommendation to UC.

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Goal: Email accounts - Consider switching everyone to Outlook (students, et al) can use Teams fully. This improved university efficiency because it requires support of only one email system instead of two.

Goal: Consider options that address the cost of premium software products needed by students when they are unable to use seat licenses on campus: Consider options for software products, such as Adobe products (Creative Cloud, Acrobat Pro).

Discussion: Students and faculty currently use workstations in labs on campus that are licensed by UA for expensive Adobe products, and science-technology products that are needed for virtual environments. However, software providers require that each off-campus student enrolled in a class have a license if they need to use their software, losing the cost efficiency of sharing a workstation. In the example of Adobe, which is used in the Mary Schiller Myers School of Art and The College of Business Administration (marketing), the impact is \$200,000 in unbudgeted money. John Corby said that all of the universities are wrestling with the same challenges and looking into alternatives to Adobe. The committee agreed that this issue is a high priority.

Goal: Replace Qualtrics with Microsoft Forms. Consider the balance of cost impact and software platform

Discussion: The Qualtrics platform is in heavy use today as a higher ed product, important for research. The cost doubled for FY 2021. The University was able to negotiate a 50% increase for one year, but this is not predicted to continue. The cost jump from last year's \$35,000 will go to between \$75k - \$80k/ year.

The Faculty Senate is also looking into this because of the research concern. The committee determined that the best course of action is to review the findings of the Faculty Senate, and submit a joint recommendation to University Council.

After approval of goals and outcome measurements, the committee discussed how new members would be added. New members will be proposed after UC elections; and.....

Regarding the addition of members, on September 15, 2020, Dr. Randby followed-up with an email to each member with clarifications after review of UC By Laws. He attached the By Laws and a list of committees and members of each. (His email is below, edited for clarification):

The committee should continue to invite members on the membership list (of the UC) who are no longer actually on the committee until a replacement is found. However, these members cannot vote.

The length of terms of office for non-students are two years, and terms of office for students are one year. However, Dr. Randby's appointment to the committee expires in 2021, so his term as chair can't be more than one year.

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Chair: Scott Randby (2020-2021)

Vice-chair: Eli Eubanks (2020-2022)

Secretary: Sejuti Banik (2020-2021)

The next meetings will be Oct 19, Nov 16 and Dec 14. By mutual agreement, MS Teams will be used.

The meeting was adjourned at 1400 EST.