

**MINUTES
Information Technology Advisory Committee
October 19, 2017**

Attendees: Adrian Aron, Brad Asbury (guest), Sharon Barnett (for Chad Reed), Lisa Blackwell, Bruce Buskill, Charley Cosmato, Phillip Hardy, Jonathan Harris, Karen Hill, Danny Kemp, Neal Leahy, Wendy Lowe, Jason Lucas, Randy McCallister, Margaret McManus, Bob Phillips, Shannon Phillips (guest), Sean Ramsey, George Santopietro, Andrew Travis,

Absentees: Grady DeVilbiss, Regan Guggolz, Jachwan Jeong, Jackie McNabb, Ed Oakes, Ken Smith, Jeff Willner

Charley Cosmato called the Information Technology Advisory Committee to order at 9:31 am on October 19, 2017 in the Martin 230 Conference Room.

Charley asked for a motion to approve minutes for the September 21, 2017 meeting. Neal Leahy motioned, Bruce Buskill seconded, motion carried.

I. Danny Kemp gave an update on the email migration. As of Tuesday night, all faculty and staff have migrated to Office 365 email. Only a few have not which include retirees, friends and departmental accounts.

II. Charley Cosmato opened up discussion for Office365 Groups. The feedback was very positive. Danny Kemp briefed the cabinet, they were supportive of it, and he will be presenting to leadership council tomorrow. Shannon Phillips is currently working on policies and best practices with a goal of rollout in the spring.

Charley asked for a motion to move forward of spring implantation of Office365 Groups. Bob Phillips motioned, Bruce Buskill seconded, motion carried.

III. Danny Kemp announced that the RU Mobile app has two new features that students have requested. The mobile app features include Email and Desire2Learn and the app is free to download to your Android or iOS devices.

IV. Andrew Travis gave a security presentation providing examples of Radford University's primary security risks. He reviewed the networks available in residence halls, academic buildings and data centers and the firewalls that are currently in use. Andrew also indicated that Duo Two Factor Authentication is currently in process and SANS Information Security Training rollout will be coming in January.

V. Shannon Phillips provided an update on the new virtual lab environment. The virtual lab will be available in spring provided by Navisite. Forty-eight seats will be available on standard machines running on a Windows platform. Two more seats will be available a grade above standard machines that will be reserved for research. The technology assistance center will be reporting on peak times and Danny feels this will allow us find out if a virtual lab will be cost effective by not having to maintain labs and replace computers while still meeting the needs of students and faculty.

Shannon asked that any software requests be emailed directly to her.

VI. Shannon noted the scheduled training that is available and anytime anyone has a group that would like custom training to contact her or Lisa McDaniel. Trainers are always willing to come out to your area for customized training.

VII. Charley conveyed that Dr. Katie Katz presented a need to faculty senate to pursue a Plagiarism detection tool. Danny said this was on the new initiatives request for last year, but did not get funded and needs to be requested again for next year. Adrian Aron encouraged members of each college to ask the Deans to send this request to the Provost. Shannon said she would do more research on Plagiarism detection tools and provide pricing and options available.

With no further business to come before the committee Charley motioned to adjourn, Bruce Buskill seconded the motion. The meeting adjourned at 10:24 am.

Respectfully submitted,
Sharon R. Ratcliffe