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*Delivering core solutions and propelling innovation*

**NDSU IT Council Meeting**

**Wednesday, Jan. 20, 2020, 2 p.m.**

**Online, using MS Teams**

**Meeting Notes**

**Present:** Marc Wallman, Jason Blosser, Ed Deckard, Enrique Garcia, Dean Gross, Maggie Latterell, John Morrison, Robert Pieri, Florin Salajan,Steve Sobiech, Kristi Steinmann, Kimberly Wallin; CeCe Rohwedder

**Unable to attend:** Matthew Friedmann, Mary McCall, Joe Mocnik, Dane Skow

1. Participants were welcomed.
2. Budget update:

* An increase to the student technology fee is being requested. NDSU Libraries are also requesting an increase to their fee.
* The IT Division had a $200K budget reduction; a few open positions were used to meet that reduction.
* The I2 connection (NT connector) annual cost will be asked of the legislature, as well as computational research funding, together with UND.

1. Final CARES Act spending: Marc presented a summary of IT Division CARES Act spending. For the most part, technologies installed in temporary teaching spaces will remain there permanently.
2. Classroom technology as we start spring semester:

* The microphones are useful; there are about 15 spaces that have no microphones yet, but those spaces are not used for remote instruction.
* Some cameras have been installed, and there are about 100 classrooms that still need them. Classroom technology staff are in the process of programming and fine-tuning these.

1. Department meetings are underway: these conversations and feedback received are quite valuable.
2. NDUS update: We’re working on the newly-required Accessibility Policy. We’re in the process of gathering data as per NDUS policy 502.3.
3. IT Division department updates:

* ECI: Steve reported that the open developer position has been filled.
* ITS: Jason stated that we’re close to filling the instructional designer position. The Help Desk Assistant Manager is retiring, and a search will be initiated soon. The voice mail system is being updated. The phone services are being costed. Enrique reported that the NDUS experienced problems with their phone numbers being spammed, which interfered with DUO authentications – using the “remember me” feature or tokens would be helpful and preferable.
* Security: Enrique said that the NDUS implemented the data loss prevention rule – there are tax documents processed through our email that do not fall under incidental use.

1. Virtual lab need: Bob is teaching a Matlab course in AG Hill 240 that requires students to remotely log in, but the classroom is not available for remote log-in – it would be helpful to have such available. Jason explained that remote access was turned off so that students wouldn’t be trying to remote in while another class was underway in a given space. A virtual lab would help with this; it is one of the CARES Act projects – the equipment has been received, and it will be installed and made available within the next couple of weeks. Having this capability will create convenience for current and prospective students even post-pandemic.
2. Next meeting set for Wednesday, Feb. 17, at 2 p.m.
3. The meeting was adjourned at 2:53 p.m.