# NDSU INFORMATION TECHNOLOGY

*Delivering core solutions and propelling innovation*

**NDSU IT Council Meeting**
**Monday, March 15, 2020, 2 p.m.**
**Online, using MS Teams**

**Meeting Notes**

**Present:** Marc Wallman, Jason Blosser, Ed Deckard, Enrique Garcia, Maggie Latterell, Mary McCall, Joe Mocnik, Florin Salajan, Steve Sobiech, Kristi Steinmann; CeCe Rohwedder

**Unable to attend:** Matthew Friedmann, Dean Gross, John Morrison, Robert Pieri, Dane Skow, Kimberly Wallin

1. Members were welcomed.

2. Budget update:
   a. The university's strategic prioritization is ongoing. Their recommendations are expected later this month. We will be given tools that the university can use in the years ahead.
   b. Marc recently met with Faculty Senate's Technology & Instructional Services Committee and discussed IT services; regular such discussions will continue, as they are helpful.

3. Classroom technology in summer and fall semesters:
   a. All classroom technology installations are expected to be completed by fall semester.
   b. The IT Division will continue paying for the campus Zoom license using student technology fee funds.
   c. In response to the question of whether there a medium- to long-term plan of what will happen to classroom technologies when instruction has reverted back to fully face-to-face, Marc said that the current focus is on managing registration and usage of teaching spaces for the summer and fall semesters. He added that funds for maintaining and refreshing the various classroom technologies will need to be secured in the near future.
   d. Jason said that the Provost has a working group developing of what instruction and learning will look like post-pandemic. He added that all classrooms have student microphones of various types, as specific spaces allow. Currently, between 70 and 80% of classrooms have cameras installed for HyFlex instruction. Storage costs for Zoom are quite expensive, and solutions are being considered. Labster was purchased by the NDUS, and another product was purchased allowing faculty to log into the classroom from home, but most faculty prefer to use teaching assistants or students to manage the classroom HyFlex environment.

4. Use of Microsoft Teams for IT Council and Communities of Practice?
   a. There is consideration to move some of IT's Partner groups to MS Teams for communications, storing meeting documents, etc.
   b. The IT Council is one of the groups that will likely move from BlackBoard to MS Teams.

5. Possible changes to charging:
   a. Digital phones: currently they are charged as a line of service and a rental, and the two may be merged into one charge.
   b. Cell phone: a $5 surcharge per cell phone may be implemented.
   c. Long distance: an increase to the current fee is being considered, to keep up with the CenturyLink rates.

6. NDUS update: we have concerns with some of the security software that we are being required to use.

7. IT Division department updates:
   a. ITS: the work group that manages most of the AV functions in the classrooms is working on making the group's functionality more sustainable, as demands on the group members' time has drastically increased. In the coming weeks, the voice mail system will be upgraded to a new product. This week, the CMS is being upgraded.
   b. Security: a proposed policy to clarify incidental use is going through the various university bodies for approval.
   c. ECI: the CMS upgrade is progressing as well as expected, and completion should have happened by the middle of next week. Port audits are underway in various campus places, and locations are being mapped so we know where phones are located, to be sure we have accurate locations for life, safety and security purposes – these audits can take place outside of regular office hours as may be preferred.
   d. Communications & Strategic Partnerships: Skype for Business is being discontinued tomorrow. A big Windows upgrade for ITS-managed computers is taking place this week. NDUS has changed the retention schedule for BlackBoard, and only two semesters' and a few weeks of a third semester's worth of course content will now be retained, with removal taking place in mid-semester; questions and concerns should be directed to the Help Desk.

8. Adjournment.

9. Next meeting set for Monday, April 20, at 2 p.m.