

CALIFORNIA STATE UNIVERSITY, EAST BAY  
**INFORMATION TECHNOLOGY ADVISORY COMMITTEE**

Minutes of the meeting of October 19, 2015

Present: Joshua Kerr (Chair, CSCI),  
Jiansheng Guo (Secretary, CLASS, COBRA),

Andrew Carlos (LIB),  
David Fencsik (CSCI, At-large),  
Pablo Garnica (Student Rep.),  
Michael Hedrick (CSCI, Senate Chair)  
Pei-Hui Hsu (CBE)  
Eric Neumann (ITS),  
Ian Pollock (CLASS, At-large),  
Borre Ulrichsen (CIO),  
Roger Wen (Presidential Appointee),  
Jessica Weiss (CLASS, FDC),

Apologies: Joana Chavez (Student Rep.)  
James Mitchell (CEAS),

Visitors: Twinki Mistry (ITS Service Quality Director)

Meeting convened at 12:05 pm

**1. Approval of Agenda**

Carlos/Wen unanimous

**2. Approval of 10/5/2015 minutes**

Move 4 Business Items, a) Google Apps to 3 on Agenda, for 12:10 time certain as a guest was invited. Carlos/Fencsik, unanimous

**3. Reports**

a. Roundtable Intro

i. Hedrick delegates his role of Senate Representative to Jim Mitchel, current ExCom member, to represent the Senate. So Mitchel represents both CEAS and the Senate. Hedrick will terminate his ITAC membership going forward.

**4. Google apps (time certain 12:10, CIO and guest Twinki Mistry, ITS)**

a. Faculty needs moving fast with deployment, but IT needs to get resources for support of apps.

b. ITS found some funding in budget to support Google Apps (funds available to Mistry's department now). ITS will try to be creative and move with speed to support faculty for Google apps. But they are not deployed yet, and will be turned on as soon as resources for app support are secured.

- c. ITS heard from Weiss for faculty input about what apps are needed. But need more faculty input.
- d. Google apps can be all turned on right now, but need a process for application support. Support for using Google Apps as part of teaching and learning needs to come from Online Campus. [Wen: OL Campus can train if the campus decides to use the tool as standard for online teaching. But OLC might not be the appropriate unit to provide train/support if the apps have not been used as teaching tools. An email was sent out to campus community on 10/14 about the Google apps.]  
[Members discussion exchanges: A Google User Group can be formed as self-initiated faculty group. But since it is not officially required for teaching by the campus, such training cannot be undertaken by OL Campus. But it would be good to have an informal “early adopter” group, as a way to provide user feedback. This group might need ITAC consensus and support.]  
[Kerr: Informal user group would be sufficient for initial Google app deployment].  
[Hedrick: There is no discussion for the background of Google apps in the Senate.]  
CIO: Apps can be turned on today, then send out announcement, and get feedback. The Senate approved turning on the Apps in last Senate meeting. Once the President approves it, Apps will be turned on. The timeline now is:
  - i. President’s approval
  - ii. Announcement from ITS about the deployment
  - iii. Turn-on Google Apps
  - iv. ITS Services Quality collects user feedback, then
  - v. ITS reports back to ITAC

### 3. Reports (continued)

- b. CIO Announcements/Reports
  - i. Passing of Abel Machado of ITS User Support Services. Saddened ITS. Viewing this week, then funeral. Well respected staff and person. ITS staff will attend.
  - ii. Two brief outage of BB this quarter. ITS is trying to find out why from BB and will report.
  - iii. FBI on campus week of 10/11/2015, students watch movies, faculty involved too. Cyber security is an ongoing issue.
  - iv. Semester conversion: consultants from Pomona State on campus, knowledgeable about CSU, looking at our PeopleSoft. Report from consultant in a few weeks. Steering committee will decide what options to take. Future work on PeopleSoft (PS) to prepare for conversion will continue in next 2.5 years.  
[Comments: Advisory system, Graduate advising in PS? A bit too many different systems now. Need to check if different systems can be examined to be more integrated.] will check with User Quality Services, and will make it a future meeting agenda item.
  - v. Cabinet priorities about ITS projects: Top 10 project list from the Cabinet (handed out a list of 10 top Cabinet approved projects), mostly administrative oriented: On Boarding, Document Management, OrgSync (BaySync). Can invite key project leads to come to report specifics. Mobile App Solutions, Curriculum Management Solution, PeopleSoft Degree Audit, Electronic transcripts: Outgoing, College Scheduler, Ethnicity Dashboard
  - vi. Educause: Study of Faculty and Information Technology, 2015 report: some key findings, and if any item on the report interesting, CIO can talk about it at future committee meetings.

- vii. [Kerr: to plan for future meeting items, email Sophie about agenda items, or send Kerr (Chair) email.

Possibly invite for next meeting:

Jeff Seitz and/or Donna Wiley for EAB

Audrey Katzman for Scheduling software

Possible future meeting items invitation

Mobile apps (clickers)?

[Pollock: Web Redesign (a past agenda item), form a stakeholder committee?

Function of website, purpose? How to balance security and accessibility to users for web sites?

ITS Ticketing system needs to be addressed.

**5) Future Agenda Items:** (to be discussed at future meeting(s))

- a. University website redesign discussion with Jeff Bliss
- b. Classroom of the Future Committee with Jim Zavagno
- c. Information Security Awareness with Thomas Dixon
- d. 25Live Course Scheduling System with Audrey Katzman

**6) Adjournment**

Meeting adjourned at 1:29 pm

Respectfully submitted

Jiansheng Guo

ITAC Secretary