

California State University, East Bay
Information Technology Advisory Committee
Minutes from the meeting of March 6, 2017

Present: Andrew Carlos, Chair (LIB)
David Fencsik (At-large)
Pei-Hui Hsu (CBE)
Patrick Huang (CSCI)
Rita Liberti (At-large)
Jessica Weiss (CLASS, Faculty Development)

Apologies: Phoebe Kwan (Interim CIO)
Jiansheng Guo (CLASS, COBRA)
Mark Karplus (CSCI, Senate Chair)
James Mitchell (CEAS, CIC)
Roger Wen (Presidential Appointee)

Visitors: Matt Collins (Associate CIO)
Eric Neumann (Director, Academic Technology and User Support, ITS)

1. Approval of Agenda: Passed (Liberti/Weiss)
2. Approval of 2/6/2017 Minutes: Postponed
3.
 - a. Report of the Chair: Nothing to share.
 - b. Report of the CIO:
Kwan cannot attend ITAC meetings because of her schedule. Collins will provide project updates.

CIO Search: The position has been posted for a month and has received a lot of applications. A committee has been formed and will meet soon. Time frame is not certain yet.

VOIP Project: There was an initial phase with limited rollout for testing. Currently doing full rollout. A schedule for each building on campus went out by email. The plan is to complete the project by Summer 2018. There is a soft phone option (all phone functions via software) with an additional license. It is currently being tested to determine whether the benefits justify the cost.

Purchasing: ITS is looking into creating a separate online form for IT purchases (hardware, software, and services) to streamline the process. Questions about the difficulty of purchases, and lack of clarity around options and specs, especially on refreshes.

4.

a. Computer Refresh Policy Finalization

Questions about theft replacements. Refreshes to replace stolen items are possible. A police report is required.

The policy is moving on to administrative approval. Discussion about how to increase refresh budget to account for growth in the number of university employees, increase the types of employees that are covered (currently only full-time employees), and how to revise the policy in the future. A memo will be prepared.

b. ITAC letter of support for consideration of office locations

Carlos has drafted a memo, which the committee viewed.

Who should the memo be addressed to? The Senate.

ITAC is making this recommendation because the current space distribution does not always correspond to the relation between services, and is inconvenient.

Carlos will revise the draft. Will check with COBRA if this is already discussed there.

c. Update from the Library

CSU is moving to a common catalog system. This means that we will have access to all CSU libraries. We will lose access to Link+. Will still have access to ILL. The catalog interface will change and be mobile friendly.

d. Update from ITS re: Senate request

The requested changes are in progress, awaiting approval from administration. Will send out before the next ITAC meeting.

5. Other Business

- a. Any agenda items from next meeting?
- b. Neumann will not be here.

Adjourned. Next meeting on 4/3/2017

Submitted by David Fencsik