



# Information Technology Committee

October 31, 2024 - 11:00 a.m.

Virtual Microsoft Teams Meeting

Minutes

## Opening

The meeting was called to order on October 31, 2024, at 11:00 a.m. by Mr. Matt Smith.

## Attendees

Voting Members Present	Non-Voting Members Present
Dr. Curtis Armstrong	Mr. Cody Bryant
Dr. Julie Baker	Mr. Tyler Farsoun
Dr. Jason Beach	Mr. David Hales
MS. Sharon Holderman	Mr. Will Hoffert
Dr. Jeannette Luna	Mr. Jason Luna
Dr. Mohan Rao	Mr. Triston Martin
Mr. Matt Smith, Chair	Mr. Brandon Walls
Dr. Sandra Smith-Andrews	Mr. Matt Silva
Mr. Ben Stubbs	MS. Angie Vick
Mr. Dan Warren	Mr. John Woodard
Dr. Lenly Weathers	
Dr. Susan Wells	
MS. Elizabeth Williams	
Dr. Kumar Yelamarthi	
Dr. Lisa Zagumny	
Mr. Brian Seiler, CIO	
Mr. Braxton Westbrook	
Voting Members Absent	Non-Voting Members Absent
Mr. Elijah Tidwell	Mr. Greg Holt

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## **Approval of Agenda**

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Dr Sandra Smith Andrews made a motion to approve the agenda and seconded by Dr. Lisa Zagumny. Motion passed.

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## **Approval of Minutes**

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A motion to approve the minutes of the previous meeting was made by Dr. Lisa Zagumny and seconded by Braxton Westbrook. Motion passed.

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## **ITC Order of Business**

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Mr. Matt Smith stated that MS. Holderman had advised her that she could not serve as the ITC Chair. Mr. Matt Smith is thankful to be nominated as the chair. He would like to conduct the ITC meetings, emphasizing respect for members' time. He continues by stating that he knows everyone has busy schedules and many responsibilities. Mr. Matt Smith states that Ms. Angie Vick will send a request for agenda items out at least two or three weeks before our scheduled meeting, allowing everyone to review the agenda and collect any needed information. Mr. Matt Smith stated that if a topic comes up outside the agenda during the ITC Meeting, it will be added to the next meeting.

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## **Mobile Credentials Project Update**

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Mr. David Hales stated that the Mobile Credentials Project kickoff meeting will start soon, and meeting invites for the stakeholders will go out soon. Mr. David Hales also stated that the vendor has been working hard to put together a timeline that will work within the human resources constraints in ITS right now. The vendor should still be able to get Tennessee Tech University to the goal of getting the Mobile Credential System out before the next batch of students from SOAR or admits of the Fall semester arrive. Mr. David Hales stated that the students would have the option of having their first and only credentials on the mobile credential system on the phone without the need for physical cards.

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## **Microsoft Power BI Pro**

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Mr. Brandon Walls started the conversation by requesting a prepared PowerPoint to be uploaded. Mr. Brian Seiler, CIO, had a copy of the PowerPoint and began sharing his screen. Mr. Brandon Walls mentioned that there was an unexpected change in the student licensing for Power BI last year. During the previous renewal in January, it was discovered that Power BI Pro was dropped from the student licensing, even though CDW-G assured there were no significant differences. There were conversations with CDW-G expressing frustrations with not knowing about any changes prior to the renewal. At the time, there were workarounds. If a student wants a Pro edition, it is approximately \$15 per year per license. This is something that can be purchased, but it will be cost-prohibited for the entire student body. Mr. Brandon Walls suggested that this can be done by assigning it to individuals or groups. Mr. Brandon Walls explains the differences between the Free and Pro edition.

The Pro edition is included with Tennessee Tech's 365 A5 license, which is the license that is assigned to all faculty and staff. Both the Pro and the Free editions function essentially the

same. Both can connect to data sources, build dashboards and reports, and have the same internal features to create content in Power BI. The main difference is the ability to collaborate with other users. When someone has the Pro edition, someone can create content that can be published to a team or other locations, like workspaces, and can collaborate using the cloud connectivity backing PowerBI. The Free edition can only be published to one's workspace. The Free edition cannot be published in another person's workspace. Otherwise, it is the same functionality internally. The dashboards can still be saved to a file. In a classroom situation, it can be saved and uploaded to iLearn, emailed, or another method of turning it in.

There are differences between the Free and Pro editions that do not apply to Tennessee Tech because it uses a premium per-user license or a Power BI capacity licensing. These are for large-scale deployments or if one wants to allow public access to dashboards.

Mr. Brian Seiler, CIO, commented that what this means is if there is a need for the Pro edition for certain individuals, like a class that is going to rely on some of these features, then additional funds would be needed whether it is TAF funds or other funds to cover the cost of the additional licenses.

Dr. Jason Beach asked if there will be a process or a workflow within TDX that will be established for faculty to request PowerBI Pro ahead of time before the start of a semester.

Mr. Brandon Walls stated that nothing has been put in place yet, but it should be a matter of creating a knowledge base article and a service request within Team Dynamics to get the workflow operational for requesting the Pro license. Mr. Brandon Walls mentioned that the licenses would not be immediately available. The licenses are purchased through CDW-G, and it will take a few days to purchase and make them available. Mr. Brandon Walls stated that if someone is purchasing for a class or a couple of classes, think about the maximum enrollment so all bases can be covered with the licenses. Mr. Brandon Walls mentioned that licenses are purchased for a year, and they always reset at the end of the year. There is a significant discount on this license at \$15 annually when, typically, it is \$120 for corporate licensing. The license starts in January but is always reset in December. Mr. Brandon Walls stated that the license cost is prorated based on when they are purchased.

Dr. Jason Beach asked about transferring the accounts between semesters. An example was used of buying sixty licenses, knowing that there would be two classes or two sections of about thirty students that would need to be transferred between the fall and spring semesters.

Mr. Brandon Walls confirmed that the licenses would be transferrable. All licenses would be assigned by class sections with Active Directory security groups. The instructors and class members are placed in those groups automatically because Banner updates them. Mr. Brandon Walls stated they can license by groups. As soon as someone comes into the group, they get the license, and as soon as they are removed from the group, the license is removed. If there is a holdover, or someone needs an extension to that license because they may have an incomplete assignment or something similar, then Systems will need to be made aware with plenty of overhead so there is enough time to handle those cases.

Dr. Jason Beach posed the question of whether the free edition supports multiple platforms like the pro edition does when accessing the system virtually. This is a concern for students using Macs.

Mr. Brandon Walls confirmed that in his testing of the Free edition, it works both on the web and locally installed copy. He was unsure of platform differences but thought the web edition would work across all platforms. Mr. Brandon Walls asks if the applications are individually installed for the Macs or if they are all accessed through the web.

Dr. Jason Beach stated that the last time he checked, which was in the spring of this year, there was not a local for PowerBI on the Mac. PowerBI must be accessed through the web for the Mac, and it can be locally installed on a Windows PC.

Mr. Brandon Walls stated that from his understanding, the free edition should allow the use of the web-based version, which can export the PowerBI reports and dashboard to a file that can be downloaded and published in one's own workspace. Some additional testing may need to be done offline to ensure this meets Dr. Jason Beach's needs. The Pro edition allows for a lot easier method of sharing with an instructor to turn in assignments. Mr. Brandon Walls stated that he believes students will be fine on the Free edition if they are okay with using the web edition and downloading a copy of their reports and dashboards.

Dr. Jason Beach expressed his gratitude and stated that he has some time to play with the software before the spring semester.

Mr. Matt Smith stated that TAF funds go to support the infrastructure and the technology that all students use. In this case, the students that could need PowerBI Pro edition are a small subsection of the student body. Mr. Matt Smith asked, in the situation, if the software could be treated like a textbook required for a class. The students would buy the license for the class. He further stated that he has been in classes that required special software that he had to pay for. Mr. Matt Smith commented that some people may disagree with him but pointed out that TAF funds are limited. A lot of items are paid for out of a single source of money, TAF, which means if something else is to be paid out of TAF, then funding is taken away from a classroom or a project for faculty. He also stated that if this does not impact the total student population, then it should be looked at just for the people needing the software paying an additional \$15, just like a textbook or anything else needed for class.

Mr. Brandon Walls responded to Mr. Matt Smith by stating that from his perspective, the only way to obtain the license is if the university pays for it. So, if there is a way to recover that from the student, then that might be an option, but there is not going to be a way for the student to go out and self-service the software on their own.

Dr. Susan Wells stated that she has a class that meets every Monday and Wednesday that is getting into PowerBI. She says the Mac users are unable to download PowerBI but have been using it online.

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## **AI Discussion**

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Dr. Jason Beach started the AI Discussion by stating that the State of Tennessee has reached out to universities to implement some AI Policies. Dr. Jason Beach was able to attend a couple of sessions from the State Attorney General's Office regarding what types of policies need to be in place at universities. Dr. Jason Beach states that Tennessee Tech is in a really good spot because the work done in the task force accommodates what the state is looking for as far as what is needed as a university and as far as meeting the State's requirements. Although the requirements are met, Dr. Jason Beach stated that ongoing discussions about AI at the university should continue. A lot of faculty are asking Dr. Jason Beach about AI solutions through the CITL. Some questions that get posed to the CITL are what type of AI solutions the university supports, what the best AI solution in their field is, and how they should address students about AI. Dr. Jason Beach is able to answer the majority of the questions thanks to documentation on the CITL website about AI, but as the ITC group, Dr. Beach thinks there should be some discussion about where the university is going with AI, specifically the generative AI that most people are actually using.

Mr. Matt Smith recommends that this would be a good topic for either the Strategic Planning or the Innovative Computing subcommittee to take up and possibly bring back some recommendations to the ITC group. This would allow the members more time to give some ideas to Dr. Jason Beach.

Dr. Julie Baker says Dr. Bedelia Russell discussed AI with Dr. Jason Beach. Dr. Julie Baker agrees that the more AI discussions, the better, as there are current concerns about student academic integrity and what used to be student misconduct with some recent charges. Dr. Julie Baker is requesting some education for faculty when it comes to AI and further states that she will reach out to Dr. Jason Beach separately.

Dr. Jason Beach states that Dr. Julie Baker has a great point. Dr. Jason Beach states that for most people who live in the ITS world, this notion of AI is nothing new, but for the general population though, it is a big deal. Dr. Jason Beach went further, stating that a good number of faculty members are just ignoring it, thinking that this type of technology will not impact their content area or allow them to do any equations or anything along the lines they do in their class. Dr. Jason Beach also stated that other faculty are really stressed out and worried about it.

Mr. Brian Seiler, CIO, stated that he agrees with Mr. Matt Smith that the AI discussion should be part of the Innovative Computing Committee and the Strategic Planning Committee because the university should have a strategic initiative of what is being done as a campus in the realm of AI. Mr. Brian Seiler, CIO continued by stating the tools and resources that are being put in place is more of the Innovative Computing side of things. So, AI may be part of both committees.

Mr. Brian Seiler, CIO, went over a few slides, noting the following:

Microsoft Co-Pilot costs \$360.00 a year for each faculty and staff member. This is not available for students, and much like PowerBI Pro, it is a separate entity as far as the faculty and staff can get access. The full version of Microsoft Co-Pilot for all faculty and staff would be close to \$606,000 per year for 1685 users. Some questions regarding this AI are how many individuals are using it and what is the return on that investment. An

advantage to Microsoft Copilot is that they have a mature, secure environment from the start. This is a way that AI can be offered across campus that is supportable. This does not imply that there are any AI experts on campus. It is a platform that ITS would know how to secure and support in that way.

One positive thing about AI is understanding that significant challenges come with it, especially regarding data privacy and governance. These are the things that the university should be concerned about as a campus, but it is no different than anything else. AI is also becoming ubiquitous, meaning it will be in every software in five years. When it is said that we are going to ban AI, we can't, as it is going to happen. AI will develop the tools that will be used. It will be the tools that are used; it is there. When education is discussed and focusing on these two key areas moving forward as a strategy, the comprehensive training that Dr. Julie Baker mentioned and others ensure that faculty, staff, and students are educated about AI. The ethical implications are not discussed, just data and best practices.

Responsible use of AI. A robust data governance framework is required. Tennessee Tech has that now about data governance. When discussing AI, the topic about PII and FERPA data and how data can be used. We also talked about understanding how these tools work and where that data ends up. Some things have popped up recently, like since Teams meetings may have been observed having an AI client join the meeting, ie. Fireflies. AI and Read.AI are common ones. Mr. Brian Seiler, CIO, continued that from an IT and an IT Security perspective, the AIs in Teams that keep popping up will likely be disabled soon, so they cannot be enabled in meetings. The reasoning is that the privacy agreements for those applications, which most people do not read, are drastically different. Fireflies AI and Read AI are the two AIs being looked at. Fireflies AI privacy agreement says that the AI can be configured to where the data does not leave the premise, the end-user owns the data, and the end-user decides where it goes. This is ideal. Read AI, on the other hand, owns the data and can use it for whatever they want to use it for. This is not acceptable. This is not something that can happen where all the information from a meeting is dropping out to them to build a large language model without any control over end-user data. More AIs like this are popping up all over the place. Some proactive measures need to be put in place to safeguard everything we can and can't do. Then, actively look at solutions that allow Tennessee Tech to move forward in areas of research and academics and things where those tools are going to be useful.

Mr. Brian Seiler, CIO, finishes his statement by saying that he is pro AI and his comment is always this is a new tool, we need to know how to use it, but, with anything, if one buys a new power tool, the manual should be read so one knows how to use it.

Dr. Jason Beach wanted to add AI and how to use it to the agenda because he thinks this is going to be an ongoing, continuous conversation, probably for the rest of everyone's careers.

Dr. Susan Wells wanted to point out Mr. Brian Seiler's point on educating the faculty, staff, and students; she and Grant Clary are working on a module for their DS2810, which is an intro computer class. An entire module on best practices for using AI for the student's

responsibilities. This consists of writing good prompts and understanding what the students are actually using. She would love to have it ready for spring, but it will more likely be in the fall before it is put in. They put it in and teach, not just business students in that class. So, some students will be getting exposure to responsible AI, hopefully by the fall at the latest.

Mr. Brian Seiler, CIO, states that this is fantastic to hear.

Mr. Matt Smith asked Mr. Brian Seiler, CIO, if he would mind uploading this to the agenda item for those two subcommittees and possibly having a little deeper discussion and maybe bringing back the results or recommendations of those discussions to the full ITC committee.

Mr. Matt Smith brought up the Oracle Finance, HR, and Payroll projects. Mr. Matt Smith stated that he attended a conference for Oracle, and their goal for the last fiscal year was to put in 250 updates regarding AI and AI engines, and they ended up putting in over 500 in one year.

Mr. Brian Seiler, CIO, added that AI can do great data analysis. It can see patterns that humans cannot. The danger that we need to be cognizant of all the time is when we all use AI to make decisions on data that we are not supervising. Mr. Brian Seiler, CIO, brings up the topic of hallucinations and how AI is making things up and how things like this happen, but there is also a more basic bias in how the AI was trained that although it may not have been intentional, but there may be a bias there and in how it makes a decision that we are not aware of if we are not overseeing it. In the short term, just keep the rule in mind: there shouldn't be any decisions made by AI that are not being taken ownership of by a person who reviews them in an expert way.

Mr. Matt Smith stated that this was a good discussion regarding AI, and it is time to move on to the next agenda item, the ITC Policy Review. Jason Luna is the leader of this, but he is not present in the meeting. Mr. Matt Smith asked if Mr. Brian Seiler, CIO, could do this agenda item.

Mr. Brian Seiler, CIO, stated that maybe, but if we get too deep into too many discussions, it might need to be delayed because there are multiple people out in ITS with illness.

Mr. Matt Smith asks if Mr. Brian Seiler, CIO would rather table the discussion. Mr. Matt Smith knows that this agenda item will probably need to be moved up in the committee rankings to get it approved. He says it is Mr. Brian Seiler's call.

Dr. Julie Baker wanted to mention Dr. Jeanette Luna's comment in the chat. She commented there that Dr. Julie Baker wanted to make sure everyone saw that before moving on to the next subject.

Mr. Matt Smith acknowledged the comment regarding AI and thanked Dr. Jeanette Luna.

Mr. Brian Seiler, CIO, thinks we should ask Dr. Terry Saltzman about Tennessee Tech getting some legislative funding.

Mr. Matt Smith thinks this is a great topic that should be brought up in the subcommittees.

Mr. Brian Seiler, CIO, thanked Dr. Baker for bringing the comment to his attention because the comment eluded him as well.

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### **ITC Policy Review (vote)**

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Mr. Brian Seiler, CIO, is filling in for Jason Luna. Mr. Brian Seiler, CIO, starts by saying there are some minor policy changes that need to be examined. He is also not 100% clear on whether he can voice these questions. Mr. Brian Seiler, CIO, begins to get the policies opened up to compare them.

Dr. Lisa Zagumny states that to save time and not get in the weeds during the meeting, the policy reviews can be sent out to the committee, and then discussed next time and voted on. That way it is not rushed through it, and she feels that the policy deserves a little closer attention than a cursory review.

Mr. Matt Smith is okay with this decision.

A motion to send the policy changes to the ITC Committee members Mr. Matt Smith makes a formal motion. Dr. Lisa Zagumny has recommended sending these policies out so everyone can take ample time to look them over, and then we can call a special meeting. It could be a very short meeting where we could give them the thumbs up or thumbs down or make amendments to them as so. Mr. Matt Smith would entertain a motion for Dr. Lisa Zagumny if he quoted her correctly.

Dr. Lisa Zagumny made a motion to send the policies out to the ITC Committee members, allowing ample time to review suggested changes, and seconded by Dr. Julie Baker. Motion passed.

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### **TAF Project Update**

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Mr. Brian Seiler, CIO, states that we can still address it to some extent. If there are questions specific about it, we may have to come back with those answers, but at least get the information out there. He states that Mr. Will Hoffert was unavailable today due to sick leave. Mr. Will Hoffert put together the TAF Project Update slides. The submissions for the 24/25 projects have been open. Mr. Brian Seiler, CIO, stated that only four were submitted as of 10 am yesterday. Two computer lab renewals, power outlets that are apparently on the floor, power outlets over in AIEB are being suggested, and a classroom teaching station upgrade. The potential cost of those that have been evaluated is \$161,000. This is just an update on what's going on there for the next round of those submissions. Mr. Brian Seiler, CIO, confirmed that the submission deadline is today, October 31, 2024, and if those are not in today, then the ITC Spending Plan Subcommittee will have to make some sort of special exception if they need to be considered past the deadline. Mr. Brian Seiler stated that for this fiscal year's proposals, approximately \$125,000 is earmarked for projects. Every college does have a proposal that should be in by end of the day today, and those together will total \$500,000 with funding that was rolled from the last fiscal year. So, those proposals will be coming in, and each of the colleges have what will be submitted and what was approved by Provost Bruce.



Mr. Matt Smith stated that with Dr. Julie Baker being a member of the spending committee and knowing that the Provost Office has reviewed those requests, there could be situations in years, possibly like this year, where requests may exceed what is available. Mr. Matt Smith asks if they have a ranking on those or thoughts on those that the spending committee should consider.

Dr. Julie Baker said they did not have an amount, and the last time Mr. Will Hoffert sent out the email was to everybody and the Deans. They have been talking about proposals every Wednesday, and everyone brings a proposal to the table. Dr. Lisa Zagumny had four proposals from the College of Education, and she ranked those and plugged in the top one. The Deans were ranked individually, but each Dean had one. Again, the proposals that are being submitted will total \$500,000. Some additional conversations will be needed, and if the spending committee is the place to do that, then that is fine.

Mr. Brian Seiler, CIO, says to be clear, the entire idea of this is that these are proposals, and there is a possibility that not all of them will be funded. There is a list somewhere, and whether that money comes from TAF or some other source, having those proposals out there and knowing what needs to be done around campus is important. Mr. Brian Seiler, CIO, applauded the effort and hopes to fund several projects this year.

Mr. Brian Seiler, CIO, asks if there are any additional questions regarding the current fiscal year projects. The prior fiscal year projects are in progress, and some are delayed. The testing center computers are on order and pending arrival and setup. The greenhouse apparently has been postponed until the physical location has been determined.

Dr. Julie Baker says there is a location for the greenhouse, and she will get in touch with Mr. Will Hoffert about getting that updated.

Mr. Brian Seiler, CIO, stated that Mr. Will Hoffert is going to work with the ACT areas to get other projects quoted, stakeholders updated, and projects ordered. There are cases where some of the places did not have a lot of specifics about how the project would be purchased or what the quote would look like. So, additional work is involved in getting the projects quoted and purchased. ITS is assisting with getting project quotes.

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### **Canva and AIEB Network System**

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Dr. Julie Baker stated these are two entirely different topics and wants to get started with the Canva discussion. Dr. Julie Baker stated that there has been talk from the IT side about Canva because she has seen some things that maybe Mr. Derek Wynn put together. Dr. Julie Baker did get a request from one of the colleges about Canva and decided it didn't make it to the top of the list, but she brought up some discussion across several Deans about how it is a program that students use. Dr. Julie Baker stated that she didn't know if there is any likelihood of getting Canva paid for with TAF or if it is moving anywhere on IT's lists of software that could be looked at in the future.

Mr. Matt Smith says that he takes care of the university fees. He wants to mention that the TAF fee is not necessarily an ITS fee on which ITS makes all the decisions. That is what this committee is for. That's part of what the Strategic and Spending subcommittee decides. Mr. Matt Smith wants to remind everybody that this committee has a lot of decision-making power regarding TAF fees. We have to adhere to what the fee was approved for, but it is not, and he

isn't trying to take something away from ITS or anything of that nature, but they are an administrator of the fee, meaning they manage what the university decides to spend it on. So, the question that Dr. Julie Baker posed is something that the committee needs to take up and discuss. This committee makes recommendations, and there is a misconception that IT will be the one who says how the funds are spent, and it is not necessarily that way; the committee makes the recommendations. Mr. Matt Smith went further to state that is why the committee votes. Mr. Matt Smith wants to remind everybody of this, and that is something that he thinks needs to be discussed. Mr. Matt Smith stated that if Canva is something that needs to be discussed, the committee will make a decision.

Dr. Julie Baker says that she might need to reword her question to what work or background work IT has done looking into Canva and the use of Canva? Dr. Julie Baker stated that Canva is being talked about from the academic side, so she brought it to this committee. Dr Julie Baker stated that she saw an email where IT had looked at Canva, collected some stats, and asked if we needed to come together to discuss it.

Mr. Matt Smith says this is a perfect agenda item for the Spending Plan subcommittee and to bring back a recommendation.

Dr. Julie Baker asked if they could move that to the spending committee agenda.

Mr. Matt Smith asked if Mr. Brian Seiler, CIO, was okay with that.

Mr. Brian Seiler, CIO, stated that Canva is a great topic. Since he started at Tennessee Tech, he has been saying that this is not ITS money. This is campus money that the students are paying. The committee needs to figure out the best way to benefit the students, for there are some rules regarding the policy, but this committee will decide how things are being spent, and IT doesn't have a say in this per se. Mr. Brian Seiler, CIO, doesn't think ITS are even really voting members of this committee and are here to assist and be a resource, especially with discussions around the implementation of software or supporting software and or hardware. If a service is being stood up that has to be supported, is that supported departmentally? Is that supported by central IT? Where does that come from? ITS wants to ensure that all these questions are being addressed up front and ITS is brought in as a resource to address these areas. Mr. Brian Seiler, CIO, thanks Mr. Matt Smith for making that point because this is TAF money, not IT money. Ms. Angela Vick stated they had been working on Canva a little and had some questions.

Ms. Angie Vick asked Mr. Allen Jones to get a summary together, but she thinks part of the problem was the number of licenses versus the minimum requirement. Ms. Angie Vick also asked some other questions, including where it would be housed and who the administrator of Canva would be. Ms. Angela Vick stated that she was not involved, but it was brought to her attention that IT was being asked to treat it like Adobe, and the license would be assigned every year. IT would then ask if it was necessary again and then go back and forth.

Mr. Brian Seiler, CIO, points out this is from a vendor perspective.

Ms. Angela Vick said that was correct and reaffirmed again that there was a question about the amount of required licenses versus the minimum the vendor required.

Mr. Brian Seiler, CIO, said it was a good thing to have some discussion, and they can certainly do some more investigation before that meeting and then have more facts whenever the meeting occurs.

Dr. Sandra Smith-Andrews says there has been a lot of discussion about subcommittees and asks if those have been scheduled. She has looked at her calendar and has not seen them scheduled, and November is starting tomorrow. She asks if those have been scheduled somewhere that she just missed.

Ms. Angela Vick says she just sent out the meeting invites. The Spending Plan subcommittee meeting is for one day next week. She did that this morning.

Dr. Sandra Smith-Andrews says she will look at which one she is on because she doesn't think she has gotten anything.

Mr. Matt Smith says that he thinks Dr. Sandra Smith-Andrews is on the Strategic Planning subcommittee. Mr. Matt Smith stated that Ms. Angela Vick sent those out with the agenda because he received a copy.

Ms. Angela Vick stated that the subcommittee and a list of the members were on the second page of the agenda.

Dr. Sandra Smith-Andrews says it was on the second page, and she didn't see the meeting data.

Dr. Julie Baker works closely with academic space, and she wanted to talk about the bigger picture, the Ashraf Islam Engineering Building (AIEB). Dr. Julie Baker stated that there had been discussions with the Engineering Administration and significant issues with the network system in that building. Dr. Julie Baker stated that her question for this committee is to represent the entire campus and is a question for IT. Dr. Julie Baker asked what led up to whatever happened in that building and what we can do to make sure that it doesn't happen in future projects that happen on campus. Dr. Julie Baker stated that there are multiple projects coming up, including a hopefully approved Social Studies building and ACME, and she feels like the network in the Ashraf Islam Building has held the university back from moving classes this semester into that building. Dr. Julie Baker stated that she doesn't know if Dr. Kumar is in attendance at this meeting or not, or Alan or Bill, or anyone from engineering, but the issue experienced required going back and redoing the network inside the building. Dr. Julie Baker asked what can be done to ensure that it does not happen again in the next couple of iterations of buildings built across campus.

Mr. David Hales says he would be happy to address this issue. Mr. David Hales starts by stating that Mr. Brian Seiler, CIO, pointed out this agenda item to him, so he created some slides with a little overview. Mr. David Hales stated that the contractor on the job, Denark Construction, has a subcontractor for electrical work for the low-voltage network cabling. Mr. David Hales stated that he was told that the subcontractor was extremely overextended. The subcontractor picked up more jobs than they had personnel for, so they scraped together a crew not qualified to do the work in that building and consistently missed deadlines. Then, the building

construction, or its significant complication date, slipped far enough that it went past the window originally set for starting classes in the fall. Mr. David Hales stated that the intention was not to have classes in the Ashraf Islam Engineering Building (AIEB) during the fall semester due to the overall date that the construction project was going to complete networking. Apparently, there were some issues with space, and Engineering had a dire need to get classes going in a few spaces. Mr. David Hales stated that ITS went out and did some provisional work on top of what the contractor had done. Mr. David Hales further stated that ITS fixed some of their issues and put in a provisional network to get the two office suites and three lecture rooms up and running. Mr. David Hales confirmed that the large lecture space on the 1st floor in the A wing and the two smaller ones above it on the second floor were included. Mr. David Hales also confirmed that ITS was able to get those working and the wireless working in those areas, and the rest of the building was set aside. Mr. David Hales went further, stating that the contractor continued working on the networking in that building until this past Sunday when they believed they had completed all the work. Mr. David Hales stated that due to that, there had been outages even in those spaces, and ITS set up the provisional networking because in the process of fixing other problems, they would have to disconnect things, and they would know the power was out on some of the provisional switches and stuff like that. Mr. David Hales stated that ITS did the best they could with what was there. Mr. David Hales confirmed that the main thing that can be done to prevent this kind of things in the future is to have very strong construction standards for networking, which can be pretty robust to set. Mr. David Hales stated that the only recourse would probably be through arbitration courts or contracts. Mr. David Hales stated that the building is about 95% up and stable. Mr. David Hales stated that ITS is currently inspecting the work and is still finding issues, so ITS is working through the punch list and expects the building network to be 100% complete before the spring.

Dr. Julie Baker asked if there were fines involved with the contractor. Dr. Julie Baker continues by asking if there is a way to hold that person accountable. Dr. Julie Baker stated that she does appreciate the work that IT did to kind of go into the back end and get it cleaned up so a couple of classes could be held in the Ashraf Islam Engineering Building (AIEB). Dr. Julie Baker stated that they moved into the building at the beginning of the semester, and things were not operational it was a shame when there is a nice, awesome building, the furniture moved in, administrative offices are ready, and everybody's moved in there, but the semester is finished out not moving additional classes in there because the network is not up and ready. Dr. Julie Baker stated that she was not aware of the details of the contract, but she is just looking ahead and wondering if there is a way for the group to hold the contractor accountable.

Mr. David Hales stated that would be a really good question to take to Capital Projects and/or University Council.

Dr. Lisa Zagumny stated that she agreed with what Mr. David Hales stated and thinks this is above everyone's pay grade but it is certainly worthwhile for the university to make sure that those who are being contracted are pulling their fair share of the weight.

Mr. Matt Smith asks Mr. David Hales since this has been brought up and talked about if it would be possible the next time they meet, if he could talk to Mr. Jim Cobb or talk with a few in Capital Projects just to see if there is anything that can be done in the future to ensure that if our low voltage subcontractors don't meet what they need to do if there is any kind of recourse.

Mr. Matt Smith asked if there could be anything that the university could do and give the committee a small update.

Mr. David Hales says he certainly can do that, and he will send that question over to Mr. Jim Cobb to see if he can get a statement from him that can be presented at the next meeting.

Mr. Matt Smith says that the response can also be posted on the team site since it is information and doesn't have to be brought up at the next meeting.

Dr. Julie Baker thanked Mr. David Hales and Mr. Matt Smith.

Mr. Brian Seiler, CIO, wants to give a big shout-out to the ACT staff and ITS, the NetOps staff who went above and beyond and put in extra hours to try to get what could be done, done. It wasn't perfect, but it could have been much worse.

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### **Other ITC Items for Next ITC Meeting**

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Mr. Matt Smith reminded everyone they had tabled the policy revisions and that the committee members should get a call and a redline copy to review with a follow-up meeting to address those and to discuss those so that they can take those on to amend the council.

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### **Adjournment**

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With no other items to come before the committee, Mr. Matt Smith asked for a motion to adjourn at 12:01 PM. A motion to adjourn was made by Dr. Lisa Zagumny and seconded by Dr. Julie Baker. Motion passed.