Minutes
CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
910 Madison, Room 502
April 27, 2015

Members Present (11): Larry Tague (Chair), Daniel McGarry (Vice Chair), Stephen Adams (Adobe Connect), Charles Cossar, Yan Cui, Robert Mitchell for Paul Gahn, Anna Montgomery, Judith Nyabando, Phyllis Richey (Telephone), Jada Williams and Travis Turner (Adobe Connect)

IT Services (ITS): Jan van der Aa, Vice Chancellor for Information Technology and CIO; John Pinto, Banner Team Lead; Vikki Massey, Project Management Office

Secretary: Judy Johnson

Other: Bryan Lemieux, Safety Affairs

Guests: Sim Taylor, Director of Student Affairs; Jessica McMorris, Information Security

Absent (5): Sajeesh Kumar, Ramona Jackson, La’Keith Miller, Tricia Page, and Rakesh Patel

Mediasite Recording: For members’ review, the recording of the April 27, 2015 meeting is provided.

Meeting Materials: Agenda; Minutes of the March 23, 2015 meeting.

A. Call to Order: Chair Tague called the meeting to order at 9:02 A.M.

B. Welcome: Members were welcomed to the meeting.

C. Meeting agenda and the March 23, 2015 meeting minutes were approved.
   I. Printable Agenda: A PDF agenda is included with the posted Blackboard agenda. Noted Blackboard log-in should be done first before clicking agenda links.

D. ITS Reports (Tague): Posted reports for April total 5. Members should read the other posted reports and add comments where needed.

E. Old Business
   I. Subcommittee Reports: Cloud-Based Applications Subcommittee: Chair Tague motioned to add Google Apps for Education as an ITS project, with priority and degree of implementation to be discussed by this group. With no second motion, the topic was tabled for future discussion. Additional feedback:
      i. Google Apps for Education can be used as a resource for education at users’ prerogative, CIO van der Aa noted. Support is an issue, and support would need to be defined.
      ii. A separate domain could be provided, a suggestion by Tague. A point person would be needed to assign/manage user accounts. For patient identifiable data (HIPAA data) to be used, a BAA Agreement would need to be in place.
      iii. To Yan Cui’s question re: funding and staff-allocated support, van der Aa noted this would be a matter of priority. There is no existing staff allocated currently to support it.
      iv. Sim Taylor suggested making the resource available as a training opportunity for users with projects who may want to utilize and get familiar with the resource.
      v. Google Apps is not a replacement for Office 365, but another resource option.

F. New Business
   I. Banner 9 (or XE) clarifications were:

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i. Banner 9 or XE (Pinto): New version of Banner is available, but is not yet implemented. XE and 9 are the same. XE is more web-based and user-friendly with less JAVA. A separate instance of Banner 9 will be tested first. The Ellucian conference this month focused on XE.

ii. Implementation will not be all at once. Banner 9 can be used parallel to the current version 8. Version menus are different. Access to the database is the same for both versions, and the same information is updated. CIO van der Aa noted one version should be used.

iii. Production timeline is not specified. Release will be sooner rather than later. More information will be forthcoming.

iv. Data transfer to Banner XE will be easier, as there are no UTHSC-technology modifications per Taylor.

v. UT Chattanooga is live with Banner XE (or 9) without any problems.

II. Zoom (McGarry): A videoconferencing resource, Zoom is offered by UT System. The URL is http://tennessee.zoom.us to create a Pro account (fill in UTHSC for user count purpose per UTK OIT). Do not use zoom.us. Pro allows unlimited participants and meeting time vs. non-Pro with 25 participants and 40-minute meetings. Highlights were:

i. Zoom can be used on various platforms—PC, Mac or iOS devices (iPhone, iPad, Androids). A very cost-effective solution, best uses are virtual classrooms/meetings.

ii. Log-in: Single sign-on with UT network credentials. Two options for joining a meeting: Personalized URL for Zoom-account users; or PMI (personal meeting ID) for non-Zoom user log-in at http://zoom.us (app must be downloaded and is available for any device).

iii. Features and Options: Invite participants, chat, scheduling privileges, encryption, and:
   1. Data-Sharing: Data/device screen (any device) can be shared like Adobe Connect. Quality: very good. Steve Butler’s team tested various remote locations and devices.
   2. Recording: Options are automatic, local, or cloud, and once complete, a video file will process on your local computer (maintaining HIPAA compliance). Or, save it to the cloud server. An email will generate with the link to share with attendees. To integrate into Blackboard rather than using Collaborate, insert LTI credentials.

iv. Cost: $2.00 annual license per meeting host; free for participants. The alternative, Jabber software, is $10 per active participant.

v. Advantages: No need to schedule use of Zoom. Also, the application is non-proprietary, but is standard space videoconferencing.

III. Electronic Signatures (Tague): There is a campus need for colleges/units (i.e., dissertations, IRIS and Banner workflow approvals, Safety Affairs, etc.). A survey will determine campus needs. This can be an ITS project to guide the process. Legal would need to be involved.

IV. ITS Policies and Standards Request and Responses: Tabled until next month’s meeting.

V. Chair and Vice Chair Nominations: June 30th ends Tague’s Chair term and terms of several members. A form will post for anonymous nominees (consent required), with a link to Terms of Service. Vikki Massey suggested an election format similar to Faculty Senate to elect a Chair-Elect for continuity and only one nomination (Vice Chair) would be required. Current Bylaws will be reviewed for re-writing. The motion will be brought up next month.

Adjournment
I. Next Meeting: May 18, 2015

II. With no further business, a motion was made and seconded to adjourn. With a unanimous vote, the meeting adjourned at 10:04 A.M.