



Technology in Education Committee November 19, 2014 Meeting Notes

Members Present: Renee Carney, Wendy Hall, Eli Hayes, Garry Lienhard, Chad Meadors, Brandon Ray, Kim Salisbury, Jim Stanley, Maggie Stuart
Recorder: Brandon Ray

Meeting started: 1:05pm

Meeting adjourned: 2:06pm

1. Prioritization Subcommittee – report postponed until January meeting
The subcommittee did not meet, but will report back in January.
2. Communication Subcommittee – Chad Meadors
Chad reported the Communication subcommittee's findings. There were three recommendations for the upcoming year:
 - (1) Implement the KACE service desk
 - (2) Develop the ITS web pages (similar to the <http://www.utexas.edu/its/> website)
 - (3) Consider using a standard format to track large scale projects.

The goal is to have accurate data to communicate with the LCC community. KACE will allow for daily analytics of tasks while projects need to be communicated another way. The subcommittee will continue to meet to discuss how the website could be used to improve communication of IT information. Brandon will report back in January on the recommendations for KACE (task management) and project management.

3. IT Security Policy Discussion – Brandon Ray
The goal is to have an overarching security policy to recommend to cabinet by the end of December. Brandon shared a draft and will email out an electronic version for comment and review between now and the Dec. 8 meeting. After that the draft will be forwarded to the cabinet with the expectation that it will follow the normal procedure for policy adoption by the college.
4. Budget Discussion – Brandon Ray
Brandon shared several goals:
 - (1) To get salaries and benefits covered under the normal operating budget (i.e. not the Student Tech Fee)

- (2) All IT expenses should be accounted for in the IT budgets rather than having individual departments purchase their own replacement equipment (computers/phones/printers/projectors/document cameras/audio mics/etc.)
- (3) Adequately maintain and replace existing services and hardware
- (4) Prepare for emerging technologies and fund future projects (like virtual desktops)

Brandon shared a draft spreadsheet of the current, ongoing replacement costs for infrastructure.

Next meeting: Monday, December 8 from 11:00am-12:00pm.

Location: ADC 144B