Information Technology Planning Council  
First meeting of AY 2014-2015  
October 8, 2014

1. ITPC membership list confirmed:
   a. Teresa Nakra, faculty, School of Arts and Communication (2015)
      i. faculty co-chair (confirmed); will take and distribute meeting minutes
   b. Eileen Alexy, faculty, School of Nursing (2015)
   c. Sunita Ahlawat, faculty, School of Business (2015)
   d. Amanda Cowell, faculty, Library (2017)
   e. Daniel Bowen, School of Social Science (2016)
   f. Lauren Madden, faculty, School of Education (2017)
   g. John Kuiphoff, IMM (School of Arts and Communication)
   h. Thomas Brennan, School of Engineering (2017)
   i. Leon Duminiak, Department of Chemistry
   j. Pete DePasquale, School of Science (2016)
   k. Rachel Lichtenberg, Staff Senate (IMM)
   l. Ryan J. Gladysiewicz, Staff Senate
   m. Emily Reyes, SG
   n. Kruthika Ramesh, SG
   o. Jeanette Wolinski, IT
   p. Jeff Kerswill, IT
   q. Shawn Sivy, IT
   r. Sushma Mendu, IT

2. General mission and charge:
   a. feedback on ongoing IT needs and issues on campus
   b. identifying needs, providing feedback
   c. communicating with constituencies
   d. strategic planning
   e. how are we doing?
      i. wireless internet needed sooner in Armstrong
      ii. Library on-demand printing system being deployed and debugged now
      iii. Judi Cook, new Director of Instructional Design
      iv. Task force in Instructional Design/blended learning; should collaborate with IT

3. Completed large initiatives since Jerry Waldron’s arrival:
   a. IT security plan
   b. System aggregation tool
   c. Space management system
   d. IT project manager hired
   e. Electronic transcripts
   f. Parking system
   g. Streamline printing – printing on demand
   h. HR 9.2 upgrade
      i. password change system fully implemented & running 1 year
   j. Lynda.com contract subscription
   k. Vibe was approved and paid for; is here already – similar to Sharepoint
      i. accounts are getting set up shortly for faculty and staff; accounts will not be announced immediately, but will exist shortly (Brad Stober is the lead on this)(soft launch for this; certain groups are high priority, including Library and Facilities)
ii. can be used for search committee
iii. promotion candidates can opt in to have their documents accessible via Vibe

1. VPN update

4. In-progress initiatives
   a. online course feedback system will go live this fall through PAWs
      i. Eileen Alexy raised concern about fixed 2-week window for final evaluations; faculty are not able to control the exact timing that the evaluation is taken
   b. Canvas deployment
   c. enhanced cell phone service (mainly due to lack of Verizon cell site on campus; contract is currently with Business and Finance)
   d. mobile access to PAWS
   e. disaster recovery test for critical systems
   f. replacing telephone switch and voice mail
   g. computer lab VDI
   h. move to a single reporting platform for PAWs and Finance (Business Intelligence)
   i. network core switches
   j. network edge switches
   k. Terra Dotta global programs support system
   l. IT security assessment (ongoing)
      i. Security training Alan Bowen
      ii. Ongoing Encryption process for 600 laptops
      iii. Security measures for college-owned mobile devices
      iv. Alan Bowen’s network security program emails look like spam
      v. Laptop encryption program due by December board meeting
   m. Redundant internet circuit

5. John Kuiphoff reported on Task Force weekly meetings future of blended learning and online course offerings for the college.

6. Infrastructure – mainly wireless access, internet went down a few times – is a concern for students. Wireless needs to be faster in order for it to be viable. Laptop loaner programs needed/requested by students.
   a. Resulting IT Feedback from students:
      i. Internet going down problem big for students.
      ii. Internet bandwidth doubled in the past year; it will never be enough!
      iii. It’s not your parents’ internet –
      iv. we could Adjust priority on resources – we are not currently doing
      v. Using up storage space on Canvas – limited to 500MB (per student per class?)
      vi. 24/7 Canvas support

7. Things to work on this year: TCNJ Today and general communication to campus constituencies