Attendees:

Area	Name	Attended/Absent	Area	Name	Attended/Absent
Advancement	Karen Paciero	Attended	Provost Office Representatives	David Slavsky	Attended
Enrollment Management & Student Success	Paul Roberts	Absent	HR	Winifred Williams Danielle Hanson	Attended Attended
Facilities	Kana Henning	Attended	ITS/Facilitator	Susan Malisch	Attended
Finance	Wayne Magdziarz Teresa Krafcisin	Attended Attended	ITS	Jim Sibenaller	Attended
President's Office	Tom Kelly	Attended	Student Development	Jane Neufeld	Attended
Provost	Norberto G	Attended	UMC	Jeremy Langford	Attended
Strategy & Innovation	Margaret Callahan	Attended	School of Nursing	Lorna Finnegan	Attended

Welcome, Meeting Purpose & Agenda

The minutes from the December 12, 2019 meeting were approved as written. The March 3, 2020 ITESC was canceled due to the COVID-19 preparations being made by the University to move all courses online. The agenda for April 28, 2020 includes a summary on the impact of COVID-19 on finances and resources in ITS, the revised schedule for LDE Foundation rollouts, and a review of several short-term and mid/long term technology plans and decisions.

COVID-19 Summary – Susan Malisch and Jim Sibenaller

Jim shared the impact COVID-19 has had on finances as well as the resources available within ITS. Ultimately, $210K was spent thus far in purchases directly related to the pandemic. Among the technology purchases were webcams, headsets, microphones, hotspots, laptops, along with license increases on multiple platforms to accommodate the increase in daily online users. The equipment loans have been key to improving the ability for students, faculty and staff to complete their work. Jim also spoke to the re-allocation of FTEs from regularly scheduled projects to COVID-19 related projects. Due to this and a number of open positions within the division, the estimated resource gap increased from 42% to 55% in regards to the FY20 Q3-Q4 projects. As a result, ITS expects to contact campus partners where delivery dates for projects are impacted. In some cases, functional units have also requested delaying certain projects.

LDE Foundation: Collaboration & Security – Revised Schedule – Susan Malisch and Jim Sibenaller

The MFA deployment was well underway prior to COVID-19, however, the effort was placed on hold to prioritize moving teaching and learning online. The new target is to have all faculty, staff and students scheduled for MFA enrollment by the end of June. The effort to enroll incoming students with MFA is being coordinated with Jane and Paul.

The Mobile Device Access Policy was reviewed. Jim explained the importance of securing Loyola data on personal devices. The rationale for this additional level of security is due to the increase in students, faculty and staff using their personal devices to access Loyola data and the need to protect it in the event the device becomes stolen or compromised. The Committee agreed on the Mobile Device Access Policy as presented in the meeting, Tom Kelly recommended it go through Cabinet and Dean's Council. Norberto confirmed Gina Lopez will add it to the agenda for Deans Council.

Short-Term Technology Planning & Decisions – Susan Malisch and ITESC Members

Susan shared short-term technology plans and decisions that were previously funded and opened the discussion for comments and questions to affirm the spending priority during COVID-19. The outcomes from those decisions include:

- Storage Area Network (SAN): Committee agreed to move forward with the replacement of the aging equipment.
- Enterprise Learning Hub (Faculty/Staff): Committee agreed this requires more input from Human Resources as well as a conversation with Finance before moving forward with this initiative.
- Campus Fiber for Disaster Recovery (Phase 2 of 2): Committee agreed to continue with this project.
- Kronos Upgrade to v8.1.6 (Services) or Kronos Workforce Ready: At the recommendation of Finance, the Committee agreed ITS should move forward with the on-premise solution vs. the cloud solution.
- Virtual Desktop Applications (Apporto): Committee agreed to move forward with this purchase.
- Enterprise Digital Assistant/ Chatbot (Intrasee): Committee agreed to move forward with this purchase.

Mid/Long-Term Technology Planning & Decisions – Susan Malisch and Jim Sibenaller

Mid/long-term projects were shared as a reminder that decisions go/no-go decisions will be revisited as project dates approach.

Next meeting – Thursday, June 18, 2020 – 1:00-3:00 –Via Zoom tele/video conference.

Respectfully submitted,

Megan Youngs