



Attendees:

Area	Name	Status	Area	Name	Status
Academic Affairs	John Pelissero	Delegated	ITS/Facilitator	Susan Malisch	In Attendance
Academic Affairs	Nancy Tuchman	In Attendance	ITS	Jim Sibenaller	In Attendance
Advancement	Jon Heintzleman	Absent	Student Develop.	Rob Kelly	Delegated
Facilities	Kana Wibbenmeyer	Absent	UMC	Kelly Shannon	Absent
Finance	Bill Laird	Delegated	Guests:		
Finance	Andrea Sabitsana	In Attendance	Student Develop.	Irina Greenwald	In Attendance
Operations/HR	Tom Kelly	In Attendance	ITS	Dan Vonder Heide	In Attendance

Welcome, Meeting Purpose & Agenda

The meeting commenced at 1:30 PM with a review of the agenda and introduction of guests. The minutes from the June 7th meeting were reviewed and approved as written.

Student Development Software

Irina Greenwald discussed a number of software items that Student Development would like to consider for application against the technology fee. Currently the items are funded by the student development fee except for the athletics item.

Summary of Items:

Student Voice - Survey and assessment software, 650 campuses across the US use this service. Primarily for data collection reporting & organization; 65 surveys created this year; used by Student Activities, Res Life & Ministries.

Vermont Systems/Rec Trac – Manages membership and activities, programs & classes at Halas. New functionality web based on-line sign-up.

Point & Click – Tracks & manages wellness immunization and medical records, communication tool with students, scheduling tool for on-line appointment, get communication back directly via the software.

Advocate Symplicity - Manages all judicial files and records, communication tool online access for student review. Document management tool and report creation included.

OrgSync – Student organization software. We have 200 organizations on campus. Students can apply to be an organization, calendar and program administration, budget management functionality for student groups.

Connection/integration of OrgSync with Locus.

Scoutware - Athletics recruiting tool, profile submission, coaches review and administration of future student athletes.

Susan reviewed the criteria and categorization of the tech fee use and a discussion ensued regarding the universal use by students and administrative use by staff of the items. None of the software costs were approved to be funded from the technology fee since they are either used to administer a service or focused on supporting a subset of the student population. It was recommended that Student Development a new budget request was appropriate to fund new student activities/programs.

Enterprise Email Recommendation

Dan gave an overview of the history of the analysis regarding email solutions and the Technology Assessment Committee (TAC) that reviewed the direction for email systems. Google, Novell & Microsoft were reviewed in detail. The TAC collected requirements, reviewed trends, conducted best practice research, and completed peer school reviews. Over 30 people, staff, faculty and students, participated in the analysis. Requirements were weighted, grouped and categorized, vetted and scored. Gartner is currently very positive about Microsoft. 15 of the 28 Jesuit schools also have a Microsoft mail presence. Three of 28 use GroupWise, 13 of 28 use Gmail. All three vendors presented their email capabilities on site. Microsoft has many favorable benefits including application integration capabilities, mobile access, seamless integration with cloud services. The overall scoring was very close with Microsoft having the highest score. The add-on products are where the Microsoft solutions shines. These include items such as voicemail, audio/video/web conferencing and instant messaging. There is a potential \$70K+ savings a year with the Microsoft solution. Implementation however is expensive, the conversion tool is \$100K, conversion efforts are projected at \$200K resulting in an approximate ROI of 4 years, however, other costs will likely be avoided over time to reduce the ROI payback. Looking for approval to take the

Microsoft recommendation to the Cabinet. The attendees approved. *Task: Present the Microsoft recommendation to Cabinet and USGA.*

Box Implementation & Cloud Storage Policy Proposal

A pilot of cloud based storage via "Box" was recently completed. Feedback from pilot users has been extremely positive. A one year contract with special Internet2 pricing was recently executed. This gives us 25,000 users with over 50TB of storage to allocate. We are currently working on a rollout strategy for faculty, staff and students. This will include web documentation, login/authentication with Loyola's UVID and a Cloud Storage Policy on what is appropriate/inappropriate institutional data to store externally. *Task: Communicate with cabinet and potentially go to the new University Senate.*

Project Portfolio Prioritization Results

The results of the prioritization exercise were reviewed. Susan called out a few items; off campus address & emergency contact, project is now separated into two pieces (campus addresses are being collected and is live, the emergency contact portion of the project is more complex and will be phased in). There are 50 sites left for content management migration to the new tool, this will likely wrap up within the next several months. The Emergency Response Website has been prioritized for the past 2-3 periods but has no specific sponsorship. Tom offered to be the new sponsor. Electronic Outbound Transcripts has been "on and off" the list several times. We are continually adjusting this priority in conjunction with the needs and resource availability within R&R. The Database for LUC Key & Lock Information and Student Off-Campus Address & Emergency Contact projects will be used by ISOM in a course for teaching requirements gathering. No other questions or concerns were brought forward.

Guest Access and Public Wireless

Dan and Jim touched briefly on how wireless, guest and podium access are currently being handled at LSC & WTC and how HSD will be affected. HSD will now be required to follow the same practices that the other campuses follow. Bradford will be used to register their personal devices on the university wireless network, guests will receive temporary id's to utilize university equipment and networks and podiums will require a login with approved university id's. This will be a significant change at HSD from the more open network access that was previously in place.

Start of School Items/Technology Freeze period

The information technology "freeze period" calendar and timings were reviewed. No technology changes are allowed the week before and week of start of school. This has been standard practice for several years.

Meeting Wrap-Up

Susan solicited the group for any particular systems or applications reviews/demos members want included in future agendas. The meeting adjourned at 3:25 pm. The next meeting is scheduled for September 13th.