In Attendance:

<table>
<thead>
<tr>
<th>Members</th>
<th>Regular Attendees</th>
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<tbody>
<tr>
<td>Chad Ballenger</td>
<td>Mark Altman</td>
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<tr>
<td>Andy Bland</td>
<td>Jim Rosser</td>
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<tr>
<td>Aaron Brender</td>
<td>Henrik Schmiediche</td>
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<td>Becky Carr</td>
<td>Mark Harris</td>
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<td>Erick Beck</td>
<td>Tom Lyster</td>
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<td>Bill Chollett</td>
<td>Carl McKneely</td>
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<td>Jim Culver</td>
<td>Adam Mikeal</td>
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<td>Kevin Davis</td>
<td>Mike Nelson</td>
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Also in Attendance: Debra Dandridge, Arielle Carchidi, Kyle Page, and Stu Hutchins

Item 1: Approval of 04/10/2014 Minutes (5 minutes)
Description: Review and approval of minutes of 04-10-14 meeting

Minutes for the 04-10-2014 meeting were approved with no changes.

Item 2: IT Trends / Innovative Activity (10 minutes)
Willis Marti said that there has been approval by CBE to pilot outdoor wireless. They will start at Rudder Fountain, in front of the Liberal Arts building, and parts of West Campus. CIS is also working on improving its guest/visitor access for Wi-Fi.

Adam Mikeal and others attended Chefcon, a convention on automation.

Debra Dandridge: PMO SAP just closed and will be presented. Security Lifecycle SAP is being reviewed. Crisis Management SAP has been launched.

Item 3: Announcements (5 minutes)
Description: Heartbleed vulnerability, alternate ports (Willis Marti)

Willis Marti said that it was not just HTTPS vulnerable but also it is the underlying SSL. Everyone needs to look at all of the ports. Mr. Marti said that out of 200 on campus servers, 34 of them are not fixed, although they have no ports open in the campus firewall.

Henrik Schmiediche said that the only thing that held him up was waiting on vendors.

Adam Mikeal (on behalf of Allison Oslund) shared an email that will be going out to unit heads. This will ask them what they plan on going to (Google or Exchange).

Juan Garza brought up that the Registrar office needs to be included on the Email Committee and that ITAC needs clarification on FERPA and Google’s contract.

Item 4: ITAC Standing Committee Review (20 minutes)
The executive committee met and discussed two issues for ITAC’s standing committees. The first was to eliminate the IT Policy Standing Committee. The second issue was to create an Essential Elements Maintenance Standing Committee.

The discussion centered on the IT Policy Committee being obsoleted by the use of PolicyHub. It was agreed that the committee has not met in a while and has had no other activity. Ron Szabo motioned to eliminate IT Policy Standing Committee. Adam Mikeal seconded it. A show of hands agreed that the committee is now eliminated.

There was further discussion on establishing a committee to maintain the Essential Elements document. Bill Chollett motioned to create the Essential Elements Maintenance Standing Committee. Juan Garza seconded it.

John Kovacevic volunteered (via email) to head this committee.

**Item 5: Sub-Committee Updates** (15 minutes)
Description: Service Desk (Jim Rosser)

Jim Rosser and the Service Desk Exploratory Committee put together a list on 10 main points the Service Desk Committee should focus on.

Adam Mikeal motioned to stand up the Service Desk Committee and Juan Garza seconded it.

Member of committee so far:
Kyle Page (Provost IT)
Court Sanson (CIS Service Desk)
Jason Vaughn (Architecture Service Desk Manager)

David Sweeney will be sending out a query email asking for ITAC volunteers and an ITAC member to server as chair.

**Item 6: Bylaws Update** (10 minutes)
Description: Review proposal to add term limits to the bylaws

Juan Garza brought up incorporating the overlap/mentoring period into the language.

Adam Mikeal motioned and Jim Rosser seconded that the bylaws be written as:

ITAC will elect a Chair, Vice Chair, and Secretary/Treasurer. Normal term of office for each officer shall be one fiscal year beginning September 1 through August 31. Officers may serve no more than two consecutive terms in one position and must still be nominated and elected each fiscal year. Annual elections shall be held each April; officers-elect will participate with the executive committee during the interim period. Special elections for officer positions may be held as required. Decision to hold a special election is subject to committee approval (see clause below).

By 2/3 vote the changes were approved.

**Item 7: Office Elections** (15 minutes)
Description: Voting for ITAC officers
Adam Mikeal: elected as Chair
Jim Rosser: elected as Vice Chair
Bill Chollett: elected as Secretary

**Item 8: ITAC Retreat** (10 minutes)
Description: Theme? Agenda? Logistics
Action Items: Committee ideas

David Sweeney asked if anyone knew someone who would come and facilitate the retreat. Other than that ITAC will hold off on discussing retreat until more details are worked out.

**Item 9: Open Discussion**

Juan Garza: There will be a discussion on classroom use and the incoming freshman class. Currently, it looks like the incoming freshman class is going to be 11,000+. 