# Information Technology Committee

**TO:** The Academic Senate

**FROM:** Kenneth Curr, Chair, Information Technology Committee **SUBJECT:**

**Information Technology Committee Agenda**

**MEETING DATE: Monday, October 5, 2026, 2:00pm – 4:00pm**

**In Attendance:** Earl Aguilera, Jeffra Bussman, Manpreet Chatha, Kenneth Curr, Yashas Hariprasad, Faith Espuda, Gene Lim, Dan LeGate, Jaesung An, Surendra Sarnikar

***Interruption Statement:*** *As part of our continuing commitment to an environment where equity, diversity and racial/social justice may thrive, when we experience examples of racial narratives, racism, whiteness or misogyny in our meetings, or as we conduct our business, we will speak up. This means we can interrupt the meeting and draw the issue to one another's attention. We will do this kindly, with care and in good faith. Further, as we engage interruptions we will take an intersectional approach, reflecting the fact that white supremacy, racism and misogyny operate in tandem with interlocking systems of oppression of colonialism, class, cisheteropatriarchy, and ableism, among others.*

## Meeting Minutes

### 1. Land Acknowledgment
Short version presented.

### 2. Approval of the Agenda
Motion/Second: Yashas/Jeffra. Approved.

### 3. Approval of the Minutes
a. April 20, 2026, Meeting Minutes
Motion/Second: Jeffra/Jaesung. Approved.

### 4. Standing Reports

a. **Report of the Chair**
Discussion about Senate emails not being received; members were advised to check their spam folders. An email from Bill Irving encouraged students to drop the course. After discussion about whether this should be addressed by ITC, it was decided that the matter should be referred to CIC.

b. **Report of the Chief Information Officer**
Gene Lim reported that SFBRN provides monthly updates, with the next update scheduled for Friday, October 9. He also discussed an AI survey from San Diego State University examining AI use and sentiment. Members were encouraged to complete the survey.

c. **Report of the Presidential Appointee**
Dan Legate reported that Canvas allows faculty to change course access settings from “term” to “course.”

**5. Business Items**

a. **Seating of the AI Subcommittee**
The AI Subcommittee is open to new members. Current members are Sweety, Manpreet, and Dan Legate. Earl volunteered to serve on the committee.

b. **Microsoft 365/Meeting with Gene Lim**
Kenneth discussed faculty questions regarding Microsoft 365.

**Q1. Software installation restrictions**
Gene explained that IT wants to know which applications are being installed to better manage operating systems. Faculty must submit a request, which IT will review. Users experiencing installation issues should contact IT. IT is exploring using a tool bundled with the operating system to facilitate communication with IT.

**Q2. Computer refresh cycle**
The refresh cycle has changed from five to seven years due to budgetary constraints. It may return to a five-year cycle in the future.

**Q3. Preinstalled software**
Preinstalled software includes antimalware software, a device management suite, VPN and firewall tools, and Microsoft Office.

**Q4. Computer vendors and refurbished devices**
The university uses both Microsoft and Apple devices. Most users have Microsoft devices, while the remainder use Apple devices. Apple contracts are handled through the Bookstore. Microsoft devices are purchased from several vendors, including some CSU-wide vendors. Accessibility and security reviews, as well as vendor stocking and inventory, may cause delays.

The committee discussed using refurbished Macs to reduce costs. Although unit costs may be lower, labor costs and liability issues may remain. Internal refurbishment does occur, and the possibility is not being ruled out.

The refresh date is based on the inventory date, or when the device was purchased.

**Q5. Printing costs**
Office printers are managed through procurement and a third-party vendor. IT recently began working with a new printing vendor, and printing costs are now charged to departments. IT manages centralized printing.

**Q6. Student and TA email accounts**
When graduate students become TAs, they receive a csueastbay.edu account in addition to

their Horizon account, which has created problems. IT is changing the process so that students will use only their Horizon accounts. IT eventually plans to move to a single email system.

**Q7. Microsoft transition for students**
The transition will not occur in October. A 30-day notice must be provided to students and faculty before the change. The transition may begin during winter break.

**Q8. Reason for moving from Google to Microsoft**
The implementation is partly in response to Google's increased charges since 2016. Google provides 100 TB, while Microsoft provides 100 TB across OneDrive, SharePoint, and other services. Microsoft charges in 10 TB increments. Microsoft also offers greater availability of resources and expertise.

**Q9. Security considerations**
The transition provides two benefits: CSU-level contract negotiations and the bundling of multiple products. Microsoft provides more storage per student. Employee storage is based on the number of students.

**Q10. Ongoing security concerns**
Security remains an ongoing challenge, particularly with the emergence of AI. Microsoft's backend system appears more robust, which is one reason the contract was negotiated at the CSU level.

**Q11. Zoom access**
Faculty will continue to have access to Zoom. The university renewed its Zoom contract for another year. SFBRN is exploring additional features, such as Zoom Phone. If continued use can be justified, Zoom is not necessarily being discontinued.

**Q12. Transition timeline and shared drives**
The transition timeline is based on staffing and budget constraints and ITS doing its best for efficiency. The transition efficiency has been noticed by other CSU campuses as well. Shared drives are complicated because Google Docs must be converted to other formats and shared with external partners. IT is advocating for SharePoint but remains open to other suggestions.

**Q13. Microsoft 365 integration with Canvas**
The university is still in the transition phase, and students have not yet been integrated. Microsoft's Canvas LTI has bugs that were identified during testing. Integration will be delayed until Microsoft resolves the issues.

Jeffra suggested that ITC collect metrics to inform the Academic Senate and Executive Committee.

c. **Review of the Committee's Responsibilities and Bylaws Charge**
Ken asked the committee to review the bylaws and determine whether changes are needed.

d. **Changes to the 2025–26 ITC 1/FAC 6**
The committee discussed whether the responsibilities assigned to ITC involve areas in which faculty should participate, whether a standing committee is needed, the appropriate number and type of members, and the inclusion of student members.

e. **Other Topics**
No additional topics were discussed.

**6. Adjournment**