

Agenda: ITC Committee Meeting		
Date: January 9, 2023	Time: 1:00-2:00 pm	Location: Zoom
Type of Meeting: Virtual	Duration: 60 minutes	Please Read: Minutes from 11/14/22 Meeting
Group Email:	it-council@umd.edu	

List of Invitees: Jeff Klauda (Chair), Yifei Mo, Augustus Sam, Julie Wright, Steve Roth, Mary Shelley, Pamela Duffy, Dawn Roy, Aiden Wechsler, Karolin Buchholz, Sri Kolla, Zhi-Long Chen, Jeff Hollingsworth, Axel Persaud, Marcio Oliveira, Tripti Sinha, Gerry Sneeringer, Jack Blanchard, David Dahl, Joe Gridley, Alex Aiosa (admin)

Topic / Agenda Item	Description	Lead, if relevant
Welcome	Welcome	Jeff Klauda
Approve Minutes	Minutes from 11/14/22 Meeting	Jeff Klauda
Google Quotas		Axel
Terrapin Tech Changes		Jeff H.
Non Capital Asset Tracking		Joseph Drasin
Policy Revision Update		Jeff K.

Action Items (rolling list, update each meeting)				
Action Item	Status	Notes	Due Date / Revised Date	Lead/Assigned To

Meeting Notes:

1. Welcome
2. Approval of Minutes
 - a. Meeting minutes from 11/14/22 approved
3. Google Quotas
 - a. Google is getting rid of unlimited storage on G-Suite
 - i. Handful of folks across campus will be impacted by this, working on finalizing plan to work with these folks to find alternatives
 - b. General reminders
 - i. Some people are keeping expensive photo collections on storage devices
 - ii. More details to come, draft memos will be forthcoming about storage system alternatives
 - iii. Educational campaign also forthcoming to move office files away from being stored on individual devices
4. Terp Tech
 - a. Getting out of the business of selling and repairing Apple products
 - i. Department level - Departments should use the Shell Shop for future Apple purchases
 - ii. Individual level - Sales to individual faculty, staff, and students will be suspended
 - iii. Will continue to sell Dell at the individual level for now but changes could be coming in the future months
 - iv. CDW and Apple are working together to formulate a system for asset tracking
 - b. University owned assets repairs will be handled by DIT
 1. Loaner program through DIT for those machines bought through DIT free of charge
 - c. CDW can customize a webpage for individual departments
5. Non-Capital Asset Tracking



- a. New guidelines start this month - laptops, desktops, cellphones, and tablets owned by the university
 - b. For cybersecurity reasons need to have a campus wide program to track all assets
 - c. New asset tag has been created to help differentiate between devices
 - d. Questions about possible issues with the new system
 - i. Separating purchaser and those responsible for asset tracking could be difficult
 - ii. What to do with equipment purchased with research funds?
 - 1. Whenever an asset is purchased with state dollars it is a university asset. The university is responsible for securing the data on the device
 - 2. Language surrounding research funded devices could be made more clear
 - iii. What about devices that were purchased before the new asset management tracking?
 - 1. Only new devices will be required to be tagged within the new system
 - 2. Strongly encourage any older assets to be tagged using the new system guidelines
 - e. Phones and tablets purchased by the university will now need to be tagged
6. Policy Revision Updates
- a. Cell Phone Policy Committee
 - i. Need to find a faculty member for this committee
 - 1. Pamela Duffy volunteered to serve on the committee
 - ii. Still waiting on UMD Senate to get official charge
7. Adjourn at 1:29 PM