

IT COUNCIL (ITC) MEETING MINUTES

MONDAY, OCTOBER 6, 2025, 2:00 - 3:00 P.M. - VIRTUAL VIA ZOOM

Meeting Participants

(unchecked box = present, box with check mark = not present)

VOTING MEMBERS

- ☐ Susanne Anacker (*Administrative Systems*)
- ☐ John Bono (*Faculty*)
- ☐ Jennifer Boone (*IT Security*)
- ☐ Mia Hinckle (*Staff*)
- ☐ William Loe (*Graduate Student*)
- ☐ Wolfgang Losert (*Chair, ITC*)
- ☒ TBD (~~*Research Technology*~~)
- ☒ Kee young Moon (~~*Faculty*~~)
- ☐ Robert Sanner (*Learning Technology*)
- ☒ Andrew Sha (~~*Chair, Student IT Advisory*~~)
- ☐ Dai-An Tran (*Infrastructure*)

☒ Autumn Whetstone (~~*Undergraduate Student*~~)

NON-VOTING MEMBERS

- ☐ Michelle Appel (*Ex-Officio, Provost's Rep*)
- ☐ David Dahl (*Ex-Officio, Dean of Libraries Rep*)
- ☐ Jeffrey Hollingsworth (*Ex-Officio, VP/CIO*)
- ☐ Axel Persaud (*Ex-Officio, AVP*)
- ☐ Megan Masters (*Ex-Officio, Interim AVP*)
- ☐ Gerry Sneeringer (*Ex-Officio, Director, IT Sec*)

Present: All voting and non-voting members as listed above except where the box is checked.

Absent: Dai-An Tran

A. Welcome / Call to Order **Wolfgang Losert**

The meeting was called to order by the IT Council Chair, Wolfgang Losert at 2:03 p.m.

B. Approval of Minutes **Wolfgang Losert**

A motion was made and the [minutes](#) from the IT Council meeting held on September 29, 2025 were approved as distributed.

C. Briefing and update on Digital Accessibility Advisory Committee **Ana Palla**

Ana Palla reported that the recently formed [Digital Accessibility Advisory Committee](#) has convened two meetings and established a subcommittee, composed of faculty, staff, and students, to provide input for the strategic planning and implementation of the Americans with Disability Act (ADA) plan across campus.

Palla highlighted that DAAC's work will focus on prioritizing areas to ensure alignment with the UMD's [interim Accessible Technology Policy](#) and legal compliance around websites, instructional content, procurement and third-party entities. The goal is to deliver a report in spring 2026 with recommendations for new/enhanced ADA policies and campus-wide implementation, in order to meet the federal regulations deadline of April 24, 2026.

Jeff Hollingsworth noted that the current *interim* ADA policy was approved by the University President over the summer 2025 and the DAAC is developing implementation of the policy.

D. Working Group Reports **Wolfgang Losert/Working Group Chairs**

a. IT Security Working Group **Jen Boone**

Jen Boone, Chair, reported that the ITSWG is focusing on refreshing two (2) key policy areas: IT-4 which governs the protection of data, and IT-5, which addresses the protection of IT resources. An update on IT-4, spearheaded by Michelle Appel over the summer, will be presented for discussion at the November IT Council meeting.

Boone shared that an IT-5 sub-working group is scheduled to meet in the coming week, with the goal of presenting its work for review at the December IT Council meeting.

Additionally, a new IT Standard for Software as a Service (Saas) was introduced and will be a topic at the next meeting.

b. IT Infrastructure Working Group *Dai-An Tran*

Dai-An Tran reported that the IWG kicked off the September meeting with a focus on building upon last year's framework for IT system and service stewardship; and will explore areas for potential collaboration across units around IPTV, digital signage, storage, vendor management and supply chain, data retention and reduction.

c. Administrative Systems Working Group *Susanne Anacker*

Due to scheduling conflicts, the September 24 meeting was cancelled. The next meeting is scheduled for October 23, 2025 at 1 p.m. A report will be provided at the November IT Council meeting.

d. Learning Technology Working Group *Robert Sanner*

The first meeting of the LTWG will be held on Wednesday, October 8, 2025 at 2 p.m. A report will be provided at the November IT Council meeting.

e. Research Technology Working Group *Chair TBD*

The first meeting of the RTWG will be held on Monday, November 10, 2025 at 3 p.m. A report will be provided at the December IT Council meeting.

f. Student IT Advisory Committee *Andrew Sha*

The first meeting of the ITAC will be held on Friday, October 10, 2025 at 2:30 p.m. A report will be provided at the November IT Council meeting.

E. IT-4 Policy Update *Jen Boone/Gerry Sneeringer*

Discussion of the IT-4 policy update was deferred to the November IT Council meeting.

F. Review the Interim Accessible Technology Policy

Jeff Hollingsworth reported that the University Senate has [charged](#) the IT Council to review the [Interim University of Maryland Accessible Technology Policy](#), VI-100(E) that was approved by the University President over the summer 2025. It was noted that while the Digital Accessibility Advisory Committee (DAAC) is currently developing the implementation strategy for the policy, the University Senate and IT council will provide high-level oversight to ensure the updated version is refined for clarity and meets all institutional requirements, minimizing ambiguity during implementation. Discussion ensued following a motion and a second to adopt the interim policy.

To ensure UMD's ADA policy is aligned, the IT Council decided to:

- review policies from peer Big Ten institutions; *and leverage AI technology to summarize*
- convene an ad hoc meeting to address questions raised in the policy charge, in consultation with the Office of the General Counsel (OGC).
- create ADA guidance documents with strategies for *'journey to'* compliance and expectations

Next steps were discussed as follows:

- Communications will be distributed to leadership within each unit to help determine approach and contribute to developing a plan for action, identifying details and additional services needed.
- Diedre Robinson to circulate a list of Big 10 institutions' Digital Accessibility policies and standards for the IT Council to review.
- Axel Persaud to feed policies into an AI to generate a summary.
- IT Council members to read, and provide feedback and comments directly onto the [ADA Policy - IT Council Review Document \(for internal use only\)](#)
- Diedre Robinson to schedule a 90-minute working session with ITC members and volunteers to include Ana Palla (Senior Digital Accessibility Specialist, DIT/ATI), Christopher Lord (Associate

General Counsel, OGC) and Emily Lucio (ADA Coordinator, OGC) to address the questions raised in the charge.

Recommendations from the working session will be discussed at the November IT Council meeting.

Jeff Hollingsworth clarified the distinct responsibilities of the IT Council is to provide high-level strategic direction, while the DAAC will focus on the operational details, including prioritizing needs and identifying any additional technologies that may be required for implementation. Hollingsworth stressed the importance of, when the policy goes back to the senate, identifying what is fundamentally changed in the policy.

G. Adjournment

There being no further business, the IT Council meeting adjourned at 3:00 p.m.

Wolfgang Losert expressed appreciation for the recent IT Facility tour. Jeff Hollingsworth announced a repeat tour for Spring 2026 to accommodate those who couldn't make the first one.