

# IT COUNCIL MEETING MINUTES

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**MONDAY, OCTOBER 14, 2024, 1:00 - 2:00 P.M.**

## Meeting Participants

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

### VOTING MEMBERS

- ☒ ~~Susanne Anacker (Administrative Systems)~~
- ☐ Harrison Bauman (Graduate Student)
- ☐ John Bono (Faculty)
- ☐ Jennifer Boone (IT Security)
- ☒ ~~Zachary Braunstein (Undergraduate Student)~~
- ☒ ~~Mia Hinckle (Staff)~~
- ☐ Jeffery Klauda (Chair, ITC)
- ☐ Wolfgang Losert (Research Technology)
- ☒ ~~Kee-young Moon (Faculty)~~
- ☐ Gannon Sprinkle (Chair, Student IT Advisory)
- ☐ Derek Richardson (Learning Technology)

☐ Dai-An Tran (Infrastructure)

### NON-VOTING MEMBERS

- ☒ ~~Michelle Appel (Ex-Officio, Provost's Rep)~~
- ☐ David Dahl (Ex-Officio, Dean of Libraries Rep)
- ☐ Joseph Gridley (Ex-Officio, Chief Priv. Officer)
- ☐ Jeffrey Hollingsworth (Ex-Officio, VP/CIO)
- ☒ ~~Axel Persaud (Ex-Officio, AVP)~~
- ☒ ~~Marcio Oliveira (Ex-Officio, 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:** Susanne Anacker, Zachary Braunstein, Mia Hinckle, Kee-young Moon, Michelle Appel, Axel Persaud, Marcio Oliveira

### A. Welcome / Call to Order **Jeffery Klauda**

The meeting was called to order by the IT Council Chair, Jeffery Klauda at 1:03 p.m.

### B. Approval of Minutes

A motion was made/seconded and [minutes](#) from the IT Council meeting held on September 9, 2024 were approved as distributed.

### C. Working Group Reports

#### 1. IT Security **Jennifer Boone**

The IT Security Working Group held the first meeting on Wednesday, September 25, 2024. Highlights of the discussion were reported as follows:

- a. Standards IT-4 and IT-5 are being reviewed for refresh to determine if any updates are needed.
- b. The Bring Your Own Device Policy is in its final stage/ review before moving forward to the IT Council. The members discussed at length the NM.3 and CMMC federal government requirements and will revisit changes at the next scheduled meeting, October 30, 2024.
- c. Chief Data Privacy Officer, Joe Gridley, provided an overview of the Maryland Higher Education Privacy Act which was expected to be effective 1 October 2024. The Data Privacy Policy update was deferred to the next scheduled meeting.
- d. Upcoming agenda items include – Refresh of additional DIT standards by small groups within the ITSWG; Emerging IT research requirements - CMMC and CUI

#### 2. IT Infrastructure **Dai-An Tran**

The IT Infrastructure Working Group held the first meeting on Thursday, September 19, 2024.

Highlights of the discussion were as follows:

- a. The IWG team will take a more strategic approach to “infrastructure” as there is opportunity to align our work, approach, and resources to influence the infrastructure landscape at the local and central levels.
- b. The IWG will aim to make recommendations on a framework and process to determine standards, shared responsibilities (central vs. local), and other concepts to promote innovation, quality IT

services, and efficiencies.

- c. A roadmap for the IWG can be reviewed [here](#).

**3. Administrative Systems (*Susanna Anacker/Axel Persaud*)**

- a. In the absence of the Chair and DIT Liaison, the Administrative Systems Working group report was deferred to the next scheduled IT Council meeting.

**4. Student IT Advisory Committee (*Gannon Sprinkle/Marcio Oliveira*)**

- a. The first ITAC meeting was held on Monday, September 30, 2024. Highlights of the discussion included general updates around Workday, Campus Network Refresh and Audiovisual Classroom Renovations. The Chair and students will meet internally to further discuss Accessibility and Disability Service (ADS) and Assistive Technology expansion. The next meeting is scheduled on December 11, 2024.

**5. Learning Technology (*Derek Richardson/Marcio Oliveira*)**

- a. The first meeting of the Learning Technology Working Group is scheduled on Thursday, November 7, 2024. A new search for Director of Learning Technology in progress. Highlights of the discussion will be reported out at the next IT Council meeting.

**6. Research Technology (*Wolfgang Losert/Tripti Sinha, Sam Porter*)**

- a. The first meeting of the Learning Technology Working Group is scheduled on Monday, November 11, 2024. Highlights of the discussion will be reported out at the next IT Council meeting.

**D. Update on Data Access Standard *Jeffery Klauda***

The IT Council successfully reviewed and officially approved the [Data Access Standard](#) via electronic vote.

**E. IT Facilities Tour Date *Jeffrey Hollingsworth***

The IT Facilities Tour is confirmed on Wednesday, October 23, 2024 from 8:00 - 10:00 a.m. and will include visits to Edward St. John Learning & Teaching Center, Patuxent and A.V. Williams buildings. Coffee and Donuts will be available onsite. Members were encouraged to confirm their attendance with Diedre Robinson to ensure accurate head count.

**F. Update on Policy Telecommunications Revision *Jeffery Klauda***

Pamela Duffy and team is finalizing Telecommunications policy revision for the Office of General Counsel's review with a goal to review the final version at the next IT Council meeting.

**G. Adjournment**

There being no further business, the IT Council meeting adjourned at 1:22 p.m.