



Meeting Information

Meeting Title: IT Committee	Date: March 5, 2019
Location: ITS – Silver Conference Room	Time: 2:00 PM – 3:30 PM
Dial In #:	HC: n/a
Meeting Called By: Faust Gorham	PC: n/a
	Purpose:

Attendees

Checkmark or “X” indicates the attendee is present

Attendee	Representing	✓
Charlene Hu	Faculty Teaching & Learning	✓
Imeh Ebong	GRASP	
Kathleen Knutzen	Enrollment Management	
James Dneek	Student Affairs	✓
Lisa Zuzarte	Academic Operations	✓
Chris Diniz (non-voting)	ITS – Director of Infrastructure	✓
Kellie Garcia	Human Resources	
Kris Krishnan	IRPA	✓
Jeremy Warner	Communications	
Faust Gorham	ITS- AVP/CIO	✓
Queen King	University Controller	
ASI President	ASI	

Attendee	Representing	✓
Steve Garcia	Computer & Electrical Engineering	✓
Ying Zhong	Library	
Yong Choi	Management & Marketing	✓
Joshua Miller	Physical Education & Kinesiology	
Brian Chen (non-voting)	ITS – Director of EApps	✓
Kamye Salyards (non-voting)	ITS- Administrative Support	✓
Tommy Holowell		
Jennifer McCune		

Agenda

#	Agenda Topic	Submitted/Led By	Time Allotted
1.0	Welcome & Call to Order	F. Gorham	
2.0	Approve Minutes from December 12,2018 Meeting	F. Gorham	
3.0	Approval of Agenda	F. Gorham	
4.0	Old Business <ul style="list-style-type: none"> • Lynda.com (LinkedIn Learning) • Sharestream • GradesFirst/Outlook Integration 	R. Nelson	
5.0	New Business <ul style="list-style-type: none"> • 2019-2020 Roadmap 	F. Gorham	
6.0	Adjourn		

Meeting Minutes from March 5, 2019

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
INFORMATION TECHNOLOGY COMMITTEE MEETING
Wednesday, March 5, 2019
2:00 PM
ITS – Silver Conference Room

PRESENT: Faust Gorham, AVP/CIO, Information Technology Services
Brian Chen, ITS Enterprise Applications
Charlene Hu, Faculty Teaching & Learning
Steve Garcia, Computer & Electrical Engineering
Lisa Zuzarte, Academic Operations & Support
Vikash Lakhani, Enrollment Management
James Drnek, Student Affairs
Imeh Ebong, GRASP
Kris Krishnan, IRPA
Yong Choi, Management & Marketing
Kamye Salyards, Administrative Support, ITS

ABSENT: Chris Diniz, ITS Infrastructure Services
Joshua Miller, Physical Education & Kinesiology
Ying Zhong, Library
Queen King, University Controller
Kellie Garcia, Human Resources
Jeremy Warner, Communications
Alejandra Lopez, ASI

1. Call to Order

Meeting was called to order by F. Gorham at 2:10 PM. Due to having a quorum for only 15 minutes, the committee agreed to handling the business in reverse order of the proposed agenda. For the sake of organization, the agenda items are being recorded in chronological order. Meeting began with discussion of the 2019-2020 Roadmap.

2. Approval of Minutes from January 23, 2019 Meeting

Approve minutes from January 23, 2019. Minutes were reviewed, but we were unable to reach a quorum achieve a vote for this item.

3. Approval of Agenda

No additional items were proposed, and no vote was taken due to a lack of quorum for the remainder of the meeting.

4. Old Business

Lynda.com – R. Nelson provided us with the following update:

- a. Lynda.com has migrated to LinkedIn Learning. The only pilot they are willing to do is larger in scale and costly. However, they did bring their offer down and the costs look like this:
 - a. Pilot is for the entire campus
 - b. 6 Months - \$15k
 - c. 1 Year – \$30k
- b. After the pilot the costs for the entire campus are:
 - a. Year 1 - \$30k
 - b. Year 2 - \$42k

- c. Year 3 - \$48K
- d. Year 4 - \$54k
- e. Every subsequent year - \$60k
- c. Interesting note: we currently pay about \$7,700.00 per year for 50 licenses.
- d. I have not had a chance to share this with Dr. Choi as I received this information at the end of last month and was on vacation.
- e. I believe the next step would be to simply get a quote for a predetermined # of licenses. The cost is about \$154.00 per license per year.

Sharestream – Update provided by R. Nelson.

- a. FTLC obtained a contract 500 licenses with TechSmith Relay for video on demand hosting. This is a competitive product with Sharestream. Integrates with Camtasia Studio which the CSU already has the contract with. Currently working on establishing SSO and is working on bringing up the latest version of TechSmith Relay.
- b. FTLC has already done demo's with Sharestream and decided to stay with Techsmith Relay however this was more than a year ago.
- c. We have contacted Sharestream and are establishing a demo. James Evans (From ITV) is contacting Jeremy Warner to include him in the demo.

Gradesfirst/Outlook Integration – B. Chen provided the following update:

Campus O365 Admin and Jennifer McCune attempted to set up the integration. Further troubleshooting is required since the initial test did not update pilot user calendar in O365.

Event Software - RFP is being split into 2 separate functions. Ticketing software will not serve as a 25Live! Replacement.

Campus Print Services – There is still a concern with some of the cost per page model. WE have developed an exception process that has to be approved by department MPP's. The contract will be brought to ITC to determine what is agreeable.

5. New Business

2019-2020 Roadmap – F. Gorham shared the ITC Roadmap and gave an overview of the moving of priorities that is being recommended. Full campus VOIP implementation and Data Warehouse Engineer are the additional roadmap items being requested to move forward on and prioritize. The roadmap does not currently have additional ongoing funding left, but some one-time funding is available. This request will go to ITAC based on this committee's response.

For clarification, the VOIP one-time funding is consulting and set-up costs. The rest of the ongoing costs are staff/faculty phone lines and fax lines. The current model for replacing the old phones with VOIP phones is to replace all full-time staff and faculty phones. This does not include any student assistant or part-time phones that are currently in use. If departments would like to purchase additional phone lines, they may do so for \$21 per month (Stateside) or \$26 (Non-Stateside).

The questions of the cost difference in the old phone system vs. the VOIP system. It was explained that the monthly phone service fee was not being charged after the President authorized the funding of a new phone system 18 years ago. Our annual cost to a 3rd party vendor is 61K, since we are out of warranty on that old system. There are currently 1800 lines on campus, we do not have the actual usage of those lines.

Discussion continued regarding the budgetary impact to departments considering this model.

The question arose of Telecom being able to send a list to all department of their active lines and have the department determine if they are all needed.

C. Diniz shared that the project of converting to VOIP includes a review of the department's current phone numbers and the department can decide if they want to keep them all. If the Department Telecom Contact (DTC) could work with IT, the investigation can begin, and it can be determined which phone numbers the departments want to keep or get rid of.

A recommendation was voiced that a request should be made that the campus pays for all active lines. However, the service funding needs to provide value, and the funding model that is in place allows for departments to be more cognizant of what they really need.

Action Item #1: Telecom will generate a report by chargeback code to indicate what extensions and usage exists and can distribute a report to the department MPP's, so they can review.

Action Item #2: Additionally, call reports on long distance and minutes of usage can be generated and distributed to department MPP's.

Phone call usage will remain billed the same way, pricing will not change.

Timeline for VOIP conversion – it is already an active project with some departments that have budgeted it in already switching. (ITS, University Advancement, University Police and EEGO)

ITS will work on additional details discussed and provide to the committee and take a vote via email for the recommendation of asking for the allocation of additional funding.

Announcements

K. Krishnan is working with Kern County High School District on data sharing software called Who Knew It, which helps with enrollment progress. Waiting on MOU and would like to bring it to CSUB.

Multi- factor authentication – As of June 1st, we are mandated by the Chancellor's Office to MFA or 2-step authentication. This affects over 400 staff, many coaches and approx. 75 faculty. A fob will be given to users, but a mobile device can be used. DUO is the authenticator.

Food Runner is being introduced in June. For any campus catered event, we will be able to send out notifications to students that there is food if more is available after event has ended.

3:01 PM Meeting adjourned