Minutes  
CIO Advisory Committee Meeting  
The University of Tennessee Health Science Center  
910 Madison, Room 502  
Feb. 23, 2015

Members Present (9): Larry Tague (Chair), Daniel McGarry (Vice Chair), Tricia Page, Robert Mitchell (for Paul Gahn, Library), Judith Nyabando, Sajeesh Kumar, Phyllis Richey (by phone), Jada Williams (by phone), and Travis Turner (by phone)

IT Services (ITS): Jan van der Aa, Vice Chancellor for Information Technology and CIO; Vikki Massey, PMO; Ebony Smith, Educational Technology; and Peter Fox, Computing Systems

Secretary: Vikki Massey for Judy Johnson

Other (1): Bryan Lemieux, Safety Affairs

Absent (7): Charles Cossar, Ramona Jackson, Anna Montgomery, Yan Cui, La’Keith Miller, Rakesh Patel, and Stephen Adams

Mediasite Recording: For members’ review, a recording of the Feb. 23, 2015, meeting is provided.

Meeting Materials: Agenda; Minutes of the Jan. 26, 2015, meeting.

Call to Order
I. Chair Tague welcomed members and called the meeting to order at 9:05 a.m.
II. Meeting agenda and Jan. 26, 2015, meeting minutes were approved by unanimous vote
III. ITS Director Reports:
   i. Chair Tague encouraged members to view the comments provided by ITS directors in their blogs.

Old Business
I. Subcommittee reports:
   i. Cloud-Based Applications Subcommittee - Report on results from the Google Drive/Apps campus survey (Larry):
      a. 89 responses received
      b. Tague questioned if message about survey reached people, as many delete the daily Campus Digest email without reading. This led to conversation about whether we’re effectively reaching and communicating with campus
      c. Richey suggested that low response is a matter of responsiveness, not message saturation
      d. McGarry said we need to work with Marketing and Communications and Web Services if we want to seek alternate communication methods, as they are already aware of this issue and are working on it
      e. Tague reviewed raw survey data – numbers showed that many who use or are familiar with Google Apps would use it if available on campus; document storage and online collaboration are the most used/desirable features
      f. Tague will complete report on survey results and send to subcommittee in next few days; once subcommittee members respond, the report and the subcommittee response will go to full committee.
New Business
   I. EDUCAUSE roundtable about what our reps observed that could be useful to campus (Hall, Massey, and Smith):
      i. Hall: Comments are in her director’s blog (she was unable to attend meeting)
      ii. Massey: Focused on project management sessions; two most important factors for her are 1) making ongoing connections with colleagues who can assist with issues and 2) seeing how other universities are addressing the issues that we have; seek to return from conference with 2-3 tangible concepts that can be readily applied in our environment
      iii. Smith: Focused time on online testing, identity management (ex., for test-taking), and meeting with vendors; availability of vendors during conference is a big advantage, as it provides opportunity to touch base face-to-face with our current vendors to see what is on the horizon and also to meet with competitors; learned some information that vendors do not divulge during standard webinars or other types of communication; also of importance was meeting face-to-face with peers at our sister schools such as UT-Chattanooga and UT-Knoxville to work on problems together (ex., this has led to monthly Bb IT support meeting); Larry suggested having Bb user group on campus that utilizes listservs or discussion boards
      iv. van der Aa: Promoted the advantages of the regional EDUCAUSE conferences and also the EDUCAUSE listservs

   II. Establishing a meeting registry for those on campus attending outside meetings who are willing to share their meeting experience and information gained (Tague):
      i. Entire campus should know what conferences people are attending and presenting at as well as what they learned; Tague and van der Aa have discussed prior

Tabled Old Business
   I. Discussion forum contributions CIOAC suggested ITS projects and priorities (Tague)

Tabled New Business
   I. ITS State audit (van der Aa)

Adjournment
   I. Next Meeting: March 23, 2015
   II. With no further business, a motion was made and seconded to adjourn. With a unanimous vote, the meeting adjourned at 10:05am.