



# Information Technology Committee

## September 22, 2022 - 11:00 a.m.

### Virtual Microsoft Teams Meeting

### Minutes

#### Opening

The meeting was called to order on September 22, 2022, at 11:00 a.m. by Mr. Eric Brown.

#### Attendees

Voting Members Present	Non-Voting Members Present
Mr. Elijah Tidwell	Mr. Brian Seiler, AVP of ITS
Mr. Braxton Westbrook	Mr. Will Hoffert
Dr. Lenly Weathers	Mr. Matt Silva
Dr. Doug Bates	Mr. Cody Bryant
Dr. Susan Wells	Mr. David Hales
Mr. Chuck Roberts	Mr. Brandon Walls
Mr. John Smith, proxy for Ms. Elizabeth Williams	Mr. Jason Luna
Mr. Eric Brown (Chair)	Mr. John Woodard
Mr. Matt Smith	Mr. Shawn Albro
Dr. Jason Beach	Mr. Joseph Cross
Dr. Mohan Rao	Mr. Ben Burchfield
Dr. Curtis Armstrong	Ms. Susan Lomax
Dr. Jeannette Luna	<b>Absent</b>
Mr. Ben Stubbs	Dr. Kumar Yelamarthi
Dr. Lisa Zagumny	Mr. Greg Holt
Dr. Sandra Smith-Andrews	
Dr. Mark Stephens	

#### Approval of Agenda

A motion to approve the agenda was made by Dr. Lisa Zagumny and seconded by Mr. Braxton Westbrook. Motion passed.

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## **Approval of Minutes**

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A motion to approve the minutes of the previous meeting was made by Dr. Lisa Zagumny and seconded by Mr. Braxton Westbrook. Motion passed.

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## **Mr. Brian Seiler, Associate Vice President of Information Technology Services Introduction**

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Mr. Brian Seiler provided a brief introduction as the newly hired Associate Vice President (AVP) of Information Technology Services (ITS). Mr. Brian Seiler, AVP of ITS, stated that he received his Master's Degree from Eastern Illinois University in Technology and has over twenty-five (25) years of experience in IT and higher education. Mr. Brian Seiler clarified that most of his experience was at the University of Illinois until most recently at Princeton University, where he worked in research computing. Mr. Brian Seiler, AVP of ITS, commented that IT is a technology tool instead of a hurdle to support our students, faculty, and administration.

Mr. Brian Seiler, AVP of ITS, stated that ITS is rebuilding and we have new staff to introduce. We have a new introduction with our new Chief Information Security Officer (CISO) in just a few minutes. Mr. Brian Seiler, AVP of ITS, asked everyone to see this as an opportunity for change and to be patient as we determine where we are, how we got here, and how to move forward. Mr. Brian Seiler, AVP of ITS, reiterated that despite the turnovers, we have a great team in ITS, and good things are happening. Mr. Brian Seiler, AVP of ITS, wanted to thank Matt Smith for doing a fantastic job as interim Executive Director of ITS and trying to straddle two positions.

Mr. Brian Seiler, AVP of ITS, also took a quick opportunity to introduce some staff members who have stepped up to fill leadership voids. Mr. Brandon Walls is our Assistant Director of Systems, and Mr. David Hales our Assistant Director of Network Operations.

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## **Mr. Jason Luna, Chief Information Security Officer Introduction**

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Mr. Jason Luna provided a brief introduction as the new Chief Information Security Officer (CISO). Mr. Jason Luna stated that he came to Tennessee Tech after spending twenty-one (21) years in the United States Army. Mr. Jason Luna confirmed some things that Mr. Brian Seiler, AVP of ITS, stated about looking forward to doing some good work and making some good changes.

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## **Select Members for Sub-Committee**

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### **TAF Spending Plan Sub-Committee**

- Mr. Brian Seiler, AVP of ITS
- Mr. Will Hoffert
- Dr. Susan Wells
- Dr. Julie Stepp
- Mr. Matt Smith

- Dr. Mark Stephens
- Dr. Lisa Zagumny
- Mr. Ben Stubbs

#### **Strategic Planning Sub-Committee**

- Mr. Brian Seiler, AVP of ITS
- Dr. Lisa Zagumny
- Dr. Sandra Smith-Andrews
- Dr. Jason Beach
- Mr. Ben Stubbs
- Mr. Chuck Roberts
- Dr. Mohan Rao

#### **Innovative Computing Sub-Committee**

- Mr. Brian Seiler, AVP of ITS
- Dr. Kumar Yelamarthi
- Dr. Curtis Armstrong
- Dr. Jason Beach
- Dr. Jeanette Luna
- Mr. Braxton Westbrook
- Mr. Elijah Tidwell

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### **Multi-Factor Authentication (MFA)**

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Mr. Matt Smith stated that the Multi-Factor Authentication (MFA) project is finally complete. Mr. Matt Smith wanted to thank all F/S across campus who registered and helped migrate over 120 applications. Mr. Matt Smith stated that Brandon Walls' group did a good job, and the IT Helpdesk has worked tirelessly to move students over. Mr. Matt Smith noted that the MFA request came from students providing feedback and requesting this change. Mr. Matt Smith further stated that the MFA saved the university money as we were already licensed for Microsoft Azure through our Microsoft 365 licensing. Mr. Matt Smith indicated that he received positive feedback on the MFA project.

Mr. Brian Seiler, AVP of ITS, again wanted to extend his gratitude for all Mr. Matt Smith's hard work as the Interim Executive Director of ITS. Mr. Brian Seiler, AVP of ITS, also mentioned that other ITS people had taken new roles. Mr. Ben Burchfield is now the Assistant Director of EAS, and Mr. Matt Silva is now the Director of EAS.

Mr. Matt Smith stated that this positions Tennessee Tech in a good spot. There are going to be a lot of changes probably over the next three (3), four (4) to five (5) years with the ERP system and moving things to the cloud.

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## **Emeritus Email**

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Dr. Jeannette Luna first wanted to welcome Mr. Brian Seiler, our new CIO, and Mr. Jason Luna, our new CISO. Dr. Jeannette Luna stated she wanted to bring up a topic that is discussed almost annually and hopes for a fresh start on this topic. Dr. Jeannette Luna said that when a faculty retires, not every retired faculty becomes an Emeritus professor. Dr. Jeannette Luna went on to clarify that receiving an Emeritus status is a long process with approvals from Deans up to the Provost. Granting Emeritus status is a way for Tennessee Tech to thank faculty for their service and tenure. Dr. Jeannette Luna stated that the process requires the person to be affiliated with Tennessee Tech University, such as research projects. Dr. Jeannette Luna noted that the policy that governs Emeritus is policy 219. Dr. Jeannette Luna said she wanted to bring this to the committee because the policy states that the university will provide library privileges but doesn't specifically address email accounts.

Dr. Jeannette Luna stated in some cases, there could be a situation where faculty is awarded Emeritus status, but the department has elected not to pay for them to continue having their email. Dr. Jeannette Luna stated if we want them to continue having email, whether they are Emeritus or retired, as department chair, they must fill out a form each year and pay the \$120 cost. Dr. Jeannette Luna stated it would be nice if ITS and Academic Affairs could work together to maybe correct policy 219 to find a way to award library privileges. Dr. Jeannette Luna confirmed the policy was 219, section B, with the title of Faculty Library Privileges.

Dr. Jeannette Luna stated that she gets a lot of questions about why departments must pay the cost to continue the email. Dr. Jeannette Luna confirmed that she and Matt Smith had discussed this prior and understands there is a cost that comes out of her operating cost.

Mr. Matt Smith confirmed that the charges are associated with our Microsoft and security licensing costs. We are passing the cost for those continued email accounts. Mr. Matt Smith stated that when the faculty member resigns and is replaced, continuing the email account requires an additional license to be issued.

Dr. Curtis Armstrong stated that he believes the cost should be itemized to demonstrate the parallel between the total cost.

Dr. Jeannette Luna commented that she would like this explained in more detail to the campus, especially the Chairs. Dr. Jeannette Luna stated that she had a faculty member ask if they needed to donate to pay for their email account, and her response was no, that is something we cover for you.

Dr. Mohan Rao stated that he still has his email address from his previous institution. Dr. Mohan Rao went on to say that he has colleagues from other institutions get their emails free. Dr. Mohan Rao asked if there is a way that this cost could be absorbed by the university or ITS, stating that their department has several of these accounts, and the cost comes out of their operating cost. Dr. Mahan Rao said something needs to be done instead of passing the cost onto the departments as these faculty members represent the university, not just the department.

Ms. Angie Vick pulled in the Microsoft license renewal and confirmed that our A5 cost is \$165 per license. Ms. Angie Vick went on to clarify that the \$165 is only for Microsoft and does not include the cost of our security training.

Dr. Jeannette Luna commented that she was not trying to avoid the fact that it would cost money. Dr. Jeannette Luna confirmed her request is that ITS and Academic Affairs work on the policy together. Dr. Jeannette Luna said she would like to add a third request, asking ITS and Academic Affairs to brainstorm ways to remove this cost from the department level. Dr. Jeannette Luna asked if Mr. Brian Seiler would have some conversations with Academic Affairs.

Mr. Eric Brown, Chair, stated that he believes that is a conversation for the university, not ITS. Mr. Eric Brown, Chair, clarified that it is a Provost office-level discussion and a university-level budget conversation.

Mr. Brian Seiler, AVP of ITS, stated that he does not believe anyone was arguing or considering that no cost is involved. Mr. Brian Seiler, AVP of ITS, commented that the university has faculty members who have had publications, and those publications will have those email addresses associated with them long after they've retired. Mr. Brian Seiler, AVP of ITS, also stated that one does not become an Emeritus faculty just by retiring from the university. He believes this is worth a discussion with the upper administration.

Dr. Sandra Smith-Andrews asked if it would come down to who owns the relevant policies. Dr. Sandra Smith-Andrews stated that from a policy or shared governance standpoint, that would be an excellent place to begin making some changes or at least to initiate some discussion.

Mr. Matt Smith stated ITS owns policy 801 Acceptable Use Policy, which would dictate who can have an email account. Access to the library would need to be a university-type policy.

Dr. Jeannette Luna confirmed that it is policy 219. Dr. Jeannette Luna agreed with Dr. Sandra Smith-Andrews, stating that the problem is that these two policies fall into two different departments. Dr. Jeannette Luna stated that she was pointing out the gap and saying there's an email policy sitting in it. An Emeritus policy is sitting in Academic Affairs, and the gap between those policies needs to be closed.

Dr. Sandra Smith-Andrews commented that she agreed with Dr. Jeannette Luna and stated those are the people to initiate the conversation and that the ITC committee is an appropriate place to at least address it initially.

Dr. Mohan Rao commented that this might not be an ITS issue, but they are the ones that generate the bill, and if they sent the bill to the Provost's Office, the departments would receive the charge. Dr. Mohan Rao stated that discussing this at the cabinet level and Provost would be nice. Dr. Mohan Rao advised that when departments need to surplus an item, the university has people working in facilities, but somehow the departments get charged for this service. Dr. Mohan Rao

clarified that their operating budget is not meant to cover all these things, and they add up over time.

Dr. Mark Stephens advised that this is an Associate Provost policy and that he will be willing to work with anyone interested in this topic.

Mr. Brian Seiler, AVP of ITS, commented that these two policies might not conflict. Mr. Brian Seiler, AVP of ITS, confirmed that Active Directory controls library access, but that does not mean they necessarily have to have an Azure AD email account. It doesn't change the base reasoning for continuing to have an email address if you're in an Emeritus faculty position at Tennessee Tech.

Dr. Jeannette Luna clarified that the issues mainly arise when faculty want to use an inter-library loan when requesting something from another university.

Mr. Matt Smith wanted to talk briefly about working with the Ad-Hoc committee and academic departments to look at classroom technology and the appropriate levels at which they are to be replaced. Mr. Matt Smith said he was wondering if the Ad-Hoc committee wanted to continue working on this project since they had made good progress last year.

Mr. Brian Seiler, AVP of ITS, agreed that there had been a lot of momentum within the Ad-Hoc committee; unfortunately, a lot of the physical work got delayed due to supply chain issues. Mr. Brian Seiler, AVP of ITS, stated that he thought it was a good idea for the Ad-Hoc committee to continue to work on this agenda.

Mr. Eric Brown, Chair, asked for a list of the committee members and chair of the Ad-Hoc committee and a report to be brought back to the ITC committee for review.

Mr. Matt Smith confirmed Dr. Lisa Zagumny presented a report to the committee last year. Mr. Matt Smith advised that the information had been included in the ITC minutes.

Dr. Lisa Zagumny commented that Mr. Matt Smith did a great job leading the committee last year.

Mr. Eric Brown, Chair, asked for a timeline for when this information could be presented to the ITC committee.

Mr. Matt Smith stated that he would get together with Mr. Brian Seiler, AVP of ITS, to discuss keeping the committee together to continue the momentum and disband when the project is complete.

A motion to keep the Ad-Hoc committee together as constructed this year was made by Mr. Eric Brown, Chair, and seconded by Mr. Matt Smith. Motion passed.

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**Other Items**

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None

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**Adjournment**

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There being no other items, a motion was made to adjourn by Mr. Matt Smith and seconded by Dr. Lisa Zagumny at 12:00 p.m.