



Committee Name:	<i>Learning and Research Technology Workgroup</i>		
Date of Meeting:	<i>April 02, 2021</i>	Time of Meeting:	<i>9:00 – 10:00</i>
Location:	<i>Zoom</i> https://calpoly.zoom.us/j/6376243894	Minutes Prepared By:	<i>Sarah Jones</i>

Attendance at Meeting

Present

Sean Hurley, Chairperson, CAFES	Alfred Castillo, OCOB	Bruno Ribeiro, CLA	Gregory Scott, CSM
Heather Cribbs, Library	Jennifer Klay, CSM	Joe Cleary, CAED	Keri Schwab, CAFES, Academic Senate
Patrick O’Sullivan, CTLT	Scott Hazelwood, CENG	Trish Brock, Director of Research Compliance	Alison Robinson, AVP for ITS
Sarah Jones, ITS	Doug Lomsdalen, ISO		

Absent

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Meeting Agenda

- I. Approval of March meeting notes
- II. DUO Update
 - a. Bring your own security key
 - b. Backup code/“long-lived” SMS code
- III. Beginning of the quarter feedback
- IV. Update on ITS/College ITS centralization effort
- V. Circling back on Campus Computer Refresh
- VI. Next year’s call for chair

Meeting Notes, Decisions, Issues

- I. Approval of March meeting notes: Gregory Scott approved the minutes with Scott Hazelwood seconding, all in favor.
- II. DUO Update: Doug L. provided an update. Two new methods of authentication were enabled this morning, Security Keys and Touch ID (MacBook Pros). 30-day SMS Codes will not be enabled. Enabling the 30 day remember me feature resolved the backup code request.
- III. Beginning of the quarter feedback:

- WIFI issues upon returning to campus (Mac laptop managed by CSM); after a lot of time was spent troubleshooting it was determined that a password reset was the solution. Once the first issue was resolved then the OS update required another password reset.
- User experiencing slowness at home when opening Excel and Word documents when not connected to VPN.

IV. Update on ITS/College ITS centralization effort: Update provided by Alison. Group and one-on-one meetings are complete, paperwork is underway. Once paperwork is complete, staff will continue to do what they are currently doing, changes will occur over time with communication to staff and faculty. Alison presented CSPM Org Chart and discussed Zones A-D. (Q) How will faculty communicate when they have a need? ITS ticketing system will be used. Tickets can be created by the users or created by the technician in their zone. (Q) Not everyone from my college is placed in my zone, are they leaving or are they in another group? Alison presented IPS org chart and confirmed people going to new groups will not move immediately, staff will continue to do daily tasks until tasks are moved; this full process will take months. (Q) Where will staff be physically located? Staff in each zone will be physically located together and work out from there.

It was suggested that those zones be introduced at fall conference.

- V. Campus Computer Refresh: The plan is to write a note on behalf of the Learning & Research group to send to the provost advocating for computer replacement funds. Sean plans to write this over the next couple weeks and present it at the next meeting. CAFES is using their discretionary funds for refresh, committee members confirmed this is true for some departments/divisions, budget cuts make this difficult. ITS has had their budget cut by \$400K, there is \$300K allocated for the campus to spend. ITS has requested \$400K in budget and \$300K from HEERF to restore the \$700K funding level next fiscal year.
- VI. Next year's call for chair: Contact Alison or Sean if you are interested in the chair position. Sean will continue if there is no interest.
- VII. Research Computing and cost center progress: ITS time is needed to get cost centers set up; this needs to be prioritized by campus. Faculty would like to make this a priority. Agenda item for May meeting.
- VIII. Student Testing Compliance: Alison discussed the daily compliance status numbers. Compliance is improving. SSO restrictions will begin Tuesday, 4/6/2021.

Action Items

Action

Add Research Computing and cost center progress to May agenda.	Sarah	

Next Meeting

Date:	May 07, 2021		Time:	9:00 – 10:00
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