**Technologies Advisory Committee Meeting**

Minute

November 19, 2009, 3:30 p.m.

VPAA Conference Room

The meeting was called to order at 3:30 by Dan Burton, Chair. Members present were Bruce Gordon, Priscilla Holland, Sherri Hester, Dan Burton, Betty Rickard, Andy Taylor, and Donna Tipps. Also present was Randall Horn.

Minutes from the October 22, 2009 meeting were presented. There was one recommended change. Sherri Hester made a motion to approve the minutes as amended with a second from Betty Rickard. The motion was approved with no objections.

Dan brought to the floor the first order of business, an update on the technologies budget. Randall Horn reported that a large portion of the fixed costs from the previously approved budget had been paid out. This still leaves an estimated $360,000 left to pay for fixed costs. After that is paid out, accounting for unexpected projects and anticipated inflation of the above mentioned fixed costs, the budget is left with around $290,000. This figure may not reflect the reduction due to the latest proration. If not, the budget could be down to as low as $120,000. Randall expressed to the committee a need for improving our current telephone system. It either needs to be expanded or we need to look at converting to a Voice Over IP (VOIP) system. One option is a VOIP pilot study that would probably include 2 buildings on campus at a cost of $20,000. If the pilot study is successful, we would anticipate getting the university converted to all VOIP in two to three years. The other option is to expand the current POT system that could possibly cost up to $250,000 for the initial phase. After discussion of both options, Bruce Gordon motioned to approve the VOIP pilot study with a second from Betty. The motion was approved unanimously. Other items Randall mentioned us needing to keep in mind as the budget dwindles down are the College of Business computer labs and an expenditure of $50,000 on infrastructure needs.

In old business, Randall reported that Computer Service had reviewed some possibilities for giving faculty and staff an alternative to sending emails for classifieds. There are four possibilities. One is the [forsale@una.edu](mailto:forsale@una.edu). Another is a group within UNA Portal that people would have to join. Third is a list serve which would require a software purchase. Lastly is a Facebook group. Josh Woods was contacted concerning the Facebook group. Josh pointed out that it would require someone to check the group and approve people for membership. He also pointed out that we should encourage everyone to only visit the site from home. Computer Services recommends we go with the Facebook option. Dan Burton thought that giving an option for the for sale items was a much better solution that just telling them they can’t do it in email. Based on this recommendation, Bruce made a motion that we develop a Facebook group that can be used by the UNA community for community announcements, items for sale, etc. Sherri seconded the motion and all members voted in favor.

In new business, Randall presented a recommendation for an IT Policy. After reviewing the recommended policy and much discussion, it was decided that Bruce and Randall would work together and make some changes to this initial proposed policy. The committee will review the revised policy and vote by email.

Randall notified the committee that the new spam filter is here and should be up and running very soon.

The next meeting will be January 21 at 3:30. Place is to be determined.

The meeting adjourned at 5:00.