

MINUTES
Information Technology Advisory Committee
February 2, 2018

Attendees: Adrian Aron, Brad Asbury (guest), Lisa Blackwell, Charley Cosmato, Grady DeVilbiss, Phillip Hardy, Karen Hill, Jachwan Jeong, Margaret McManus, Ed Oakes, Shannon Phillips (guest), Sean Ramsey, Chad Reed, George Santopietro, Rebecca Scheckler (guest), Ken Smith, Andrew Travis, Bob Underwood (guest), Jeff Willner

Absentees: Bruce Buskill, Regan Guggolz, Jonathan Harris, Danny Kemp, Neal Leahy, Jason Lucas, Randy McCallister, Randa McDonald, Jackie McNabb, Bob Phillips

Charley Cosmato called the Information Technology Advisory Committee to order at 9:01 am on February 2, 2018 in the Martin 230 Conference Room.

Charley Cosmato asked for a motion to approve minutes for the November 16, 2017 meeting. Sean Ramsey motioned, Ed Oakes seconded, motion carried.

I. Ed Oakes gave an update on online proctoring. Discussions about online proctoring have been ongoing for about two years. When funding was identified, we proceeded forward with an RFP. Several responses were received and ProctorU was awarded the contract in August. The charge for proctoring is based on the length of the exam and the costs were adding up depending on the usage. After executive council and faculty senate talks Respondus Monitor was awarded a contract until August 1, 2018 with a blanket agreement charging per seat, per semester. ProctorU has a call center with live people that can watch up to eight people at one time. Respondus is recording and taking snapshots during the exam.

Ed presented how to set-up the lockdown browser to use Respondus along with startup instructions. Language will be provided to faculty for their syllabus after it has been reviewed by the attorney general's office. Let either Ed or George know if you want to participate in the pilot for Respondus.

II. Bob Underwood demonstrated virtual labs that will be available spring semester 2018 shifting from our old Citrix environment to something everyone could access with a company called NaviSite a cloud-enabled host. The url is <https://virtuallabs.radford.edu> and you will use your RU credentials to login.

Only a certain amount of seats will be available and if all seats taken when you log in you will get a message stating that all seats are full. If you need any additional help or solutions on how you could use virtual labs contact Shannon Phillips.

III. Ed Oakes stated that we are closer to the optional enrollment period for Duo-Two Factor Authentication. The Division of Information Technology (DoIT) employees is currently using. The use of duo two-factor reduces the impact of phishing.

IV. The BizHub contract that has been in place for seven years will expire this July. The RFP process has begun, eight responses was received and four presentations will be made this week. Ed noted that with a new contract all copiers would be replaced on campus. DoIT will be working with each department to validate their needs.

V. Andrew Travis reminded everyone that the MOAT system for security awareness training was retired and replaced by SANS Security Awareness. SANS went live on Monday enrolling

over 870 employees giving them until July to complete the training. Going forward April 1 will be the due date every year. The training should take approximately 30 minutes to complete.

VI. In other business, George Santopietro asked about having the option to customize MyRU icons. Lisa Blackwell stated that with the Banner 9 upgrade it may give us more options to customize.

Ken Smith inquired about having MAC chargers available on podiums in the classrooms. Ed Oakes stated this something that has not talked about and reviewed recently. Shannon Phillips will add to her list of things to review.

Ed Oakes updated everyone on the anti-virus software presently being used. Symantec was a budget reduction for the university and moved to Microsoft since we were already paying for it but not currently using. In May, Cisco Umbrella OpenDNS started doing more to protect student's computers. The new Intrusion Prevention System (IPS) also has malware protection.

With no further business to come before the committee Charley Cosmato motioned to adjourn, Ed Oakes seconded the motion. The meeting adjourned at 10:27 am.

Respectfully submitted,
Sharon R. Ratcliffe