Attendees: Ethington, Robert; Baty, Will; Siedentopf, Andre; Persons, Nancy; Roth, Michael; Pearson, Matthew; Sturr, George; Bowden, Russ; Torikian, Sasun; Diamond, Jeffrey; Williams, Catherine; Conrad, Scott, Jacobson, Tara, Mead, Jordan, Collier, Li.

Absent: Pinaula, Joshua; Rivera, Laura

Agenda:

1. Approval of minutes from last meeting
2. Update on digital contact management solutions
3. Review of technology budget
4. Proposed resolution on technical support staffing levels

Item 1

Will moved to approve minutes from last meeting and George seconded. Minutes approved.

Item 2

Digital Asset Management

Jordan presented some possible storage solutions.

Exploring a possible interim solution to storing large amounts of digital files. One possible interim solution Microsoft Office 365 added the OneDrive for business feature now unlimited storage per user.

This is included in what we are already paying for.

PR has a huge amount of content that they want to keep historical to pull from as needed.

Don't have sufficient on site storage.

Suggestion to use Microsoft OneDrive for business.

Problem is there is about 2 to 4 TB of data. About the same amount of all current business storage.

Needs to be accessible at a central location. Secure and reliable.

There are some limits in functionality. Can't have one file that is bigger than 10 GB. This is an issue for some video files.

Will use a Guser account to store files.

Will share using OneDrive features.
Access will be controlled through user permissions.

IT will migrate files to the cloud. That will take a while up to a month to upload. Goal is to complete by April 30.

Will need to clean up some files (names etc.) as part of upload process.

OneDrive functionality in the Mac OS is limited at this time.

A third party app called Cloud Commander helps to browse one drive from Mac.

OneDrive Does not replace the need for onsite storage.

There will always be types of files that are better suited to local storage.

Russ: hoping within a year plans to increase storage on site for DR.

We still need a permanent solution to DAM. How much can we spend in bond money to get this done?

Will: Who is managing the project?

Scott: Could be 5 million range over 10 year period.

Complex infrastructure needed to have DAM perform as needed.

Russ: As we go forward backbone can be improved to the point that it would work the way they want.

Will: Still not clear who is doing what on this project.

Russ: ITG needs to sort that out

Media services has a clear interest. Biggest players, IT, Media, PR

Jeff: idea of having a local repository is important but not the only thing.

Maybe if someone can identify the 10 percent of crucial media that needs to be stored locally but don’t try to do everything onsite. Don’t invest in obsolescence.

Scott: Another advantage to the cloud. Outsource security, space, and support. We don’t have a 24/7 staff but 24/7 needs.

Susan: Looking at lots of options at this time. Want to use the most current technology and pick the right thing.

Item 3

Review of Technology budget

Will reported that he and Scott would be talking with administration about the possibility of spending new bond money for technology before the facilities plan is complete.

For the next meeting we will put together a first pass ITG budget based on the existing tech plan.
Homework is to review technology needs for your area.

Item 4

Technology staffing support

Will suggested that ITG could have an impact on technology staffing concerns by putting together a resolution recognizing that we do not have sufficient staffing resources to implement all of the proposed new spending and asked for member feedback on this idea.

Russ suggested that we could do this in coordination with facilities.

Will felt that this may dilute the message.

Matt pointed out that increased event activities is also a factor for his group.

A workgroup consisting of Andre, Nancy, and Will was selected to gather ideas and bring back for discussion next meeting.

Meeting adjourned at 10:27