ESAC Meeting Agenda and Notes

Group:	ESAC Meeting	Agenda Prepared By:	Jasmine Osborn
Meeting Date:	10/11/2023	Date Agenda Prepared:	10/06/2023
Meeting Time:	3:00 p.m. – 4:15 p.m.		
Group Members:	Maria Alam, Shruti Bapat, Deborah Becker, Karen Bell, Timothy Cureton, Bridgette Decent, Brighid Gonzales, Rodney Gray, Michael Heppner, Dr. Sue Hull-Toye, Carol Laney, Danny Linton, Rajkumar Manickavasagam, Bernard McGhee, Brian Meredith, William Noland, Jasmine Osborn, Roy Passman, Chris Renfrow, Adam Sugg, Shundra White, & Lofton Wilburn		
Absent:	Darla Keel, Justin Lawhead, Eric Valdescaro, Colette Williams		
Invited Participants:	• Fernandez West-Associate Athletic Director, Academic Services • Bambi Lange-Administrative Associate II, Police Services		
Meeting Leader(s):	Dr. Sue Hull-Toye		
Location:	Online Via-Zoom		
Topic:	**Department Updates**		
Meeting Objective(s):	Agenda items		

Department Updates/Agenda Items

A. Fernandez West (Associate Athletic Director, Academic Services) **will join at 3:00 pm- ESAC Proposal- AspireEDU's DropOutDetective Software**
   - Fernandez West (Associate Athletic Director, Academic Services) proposed to purchase the AspireEDU's DropOutDetective Software**.** This software allows the CAAS staff to see students' academic progress in their classes that utilize Canvas. It categorizes students into academic risk categories (No Risk-Green, Moderate Risk-Yellow, High Risk-Red) and provides grade average updates from the previous day. The Athletic Department utilizes this information for early intervention and for daily and weekly grade reports and the dropout Detective provides the same as the Canvas observer but gives information on how proactive student are in class. The initial start-up cost is $2,000 and the estimate of anticipated costs over a 3-year period): $47,000 ($15,000/year).
   - President's Council member who will serve as executive sponsor for the proposed system or project: Karen Weddle-West and Lynda Black.

B. Bambi Lange (Administrative Associate II, Police Services) **will join at 3:30pm- ESAC Proposal- PowerDMS Software**
   - Bambi Lange (Administrative Associate II, Police Services) proposed to purchase the PowerDMS software. PowerDMS software solution is specifically tailored to Law Enforcement agencies, allowing for staffing, training, policy management, FTO (Field Training Officer) management, Accreditation management for TLEA and CALEA accreditation, Community Engagement surveys and officer wellness. In an environment where "safety and security" are touted as #1 priority, officer wellness and community engagement are top success factors to proper deployment and maintenance of limited resources and for addressing and managing societal expectations and perspective. TLEA Accreditation exists to improve the quality of law enforcement agencies of all sizes in TN with a step-by-step outline. Accreditation management is a requirement for TLEA and CALEA accreditation and is addressed in a historically successful way with the implementation of PowerDMS in several state agencies.
   - PowerDMS is assessed annually for adherence to FBI CJIS Security Policy. Production housed in SOC 2 assessed data centers. 256-bit AES, FIPS140-2 certified encryption both in-transit and at rest. US based data centers and Active Directory integration for authentication and group management.

- The projected implementation timeline(s) is-45–90-day for individual components (from Contract Signature). Fully operational by January 2024 for Police Administrators; full roll out to officers and community resources for engagement by April 2024, allowing for completion of training and data integration.
- Chief Myers will serve as the department executive administrative director for the Police Services project and Bambi Lange will be the departmental contact for all implementation and support communication with Vendor driven data implementation and in-house training with Police Services staff. Patrick Hood and Timothy Cureton will assist with the initial data integration and set up with vendor for security set up and SAML/SSO integration.
- There was a vote to purchase the PowerDMS Software for Police Services:
  - B. Decent
  - D. Linton
  - W. Noland
  - C. Laney
  - B. Meredith
  - **All voted members vote yes.**

C. **Chris Renfrow- Web and Mobile Services**
umWiki
- Chris's team has been working to replace their existing umWiki software which is Confluence, and it will be going away in December because the vendor Atlassian changed their licensing structure. The new licensing model will not have unlimited licensing for all faculty, staff, and students.
- BookStack has been launched and is available for faculty, staff, and students. Chris's team is in the process of working on migrating confluence spaces into the BookStack. 100 spaces have been migrated, which equates to about 6000 pages.

New MyMemphis Portal
- Ellucian's Luminis portal is reaching the end of its life, and campusM has been selected for the replacement. The campusM portal platform should be in place in May 2024 at the end of the Spring Term.

D. **Timothy Cureton- IT Security Training Update**
- Required ITS security awareness training began October 1 and ends February 28, 2024. Last week, emails were sent to everyone who needed to complete the training. Starting with this training period, users taking the refresh course can test out of the training. After a brief introduction video, they can take a five-question quiz, and users scoring 80% or more do not need to finish the rest of this year's course.

E. **Michael Heppner-RingCentral Update**
- Michael's team has moved 1200 users over to the RingCentral new system and has 291 users moving on October 20. There are 260 ports scheduled for November 15, 2023. After all office phones are completed, they will be circling back around to take care of conference room phones, fax machines, and the elevator and emergency phones.

F. **Adam Sugg- Archibus Mapper Update**
- Adam's team is attempting to migrate from the current Mapper WORQ system to use Archibus. That was scheduled to launch earlier this month. There were some delays that were postponed, and this was running on legacy operating systems and databases both of those have been remedied for a temporary time. They have gotten those upgrades to supported operating systems and last weekend to upgraded databases. The updated go live in production is mid-December.

G. **Carol Laney-Slate Associate Registrar (Banner Update)**
- Carol's team is going to start working on trying to get some of the English proficiency scores that are currently only in Slate and getting those integrated into Banner.

H. **Meeting Adjourned.**

I. <u>**Important Date:**</u>
    - ***Next ESAC Meeting is November 8, 2023***