MEETING AGENDA AND MINUTES
November 10th, 2016
2:00 PM - 3:30 PM
TLC 215

**Action Items** *(To mark an Action Item completed, select the checkbox (double-click), right-click, and select checkmark.)*

- ✓ Setup meeting with Adobe Representative for ITSGB (Justin Suzuki)
  - ✓ Before next meeting - now to December 9th
  - ✓ Doodle Poll - Shane
- ✓ Virgil - post list of Position Statement ideas to group thread
  - ✓ Dylan will design Position Statement template and post to Google Drive folder
  - ✓ Draft of position statement ready by next meeting
- ✓ Alex - Work with Dylan to present 10 requirement “Use-Cases” for new LMS by Monday 4pm

**Attendees**

Present:
- Dylan Sallee
- John Keller
- Virgil Nunan
- Alex Alvarez
- Shane Kroening
- Justin Suzuki

**Agenda**

1. **2:00 PM – Introductions and Settle In**
2. **2:05 PM – Justin Suzuki on Adobe CC**
   a. Justin and his team work with site licenses and software licenses that may offer some sort of benefit to numerous groups on campus
   b. Working with Adobe for 1 Year - Discussing Strategies and Other Schools
   c. Creative Cloud: $600,000+ a Year for Everyone
      i. 30,000 licenses for students, but what about staff?
      ii. Eliminate certain parts
      iii. **Rumor:** $300,000 for Less Services (Not Including the Online Portfolio - Existing Photo Assets, Etc)
   d. Identify what Students Would Value - What Products?
   e. How does this interact with the new LMS system?
   f. Microsoft Enterprise Agreement (Office, Windows, Exchange) - $382,000 (All Campus)
   g. 5-9 Campuses Currently have Full Licenses
   h. Strategics:
      i. Need to prove that it’s already used and how it’s currently being used.
      ii. Need to prove that faculty and students utilize or would want to utilize the product.
   i. University of Utah - “Adobe Day” - Marketing deal to help increase student adoption.
j. ITSGB Concept - grant licences based on need up to a certain quota limit
k. There is interest within OIT for this idea.

3. **2:35 PM – Position Statement Narrow-Down**
   a. Student privacy/security - (Seth)
      i. CU BOULDER “AlertUs” tool
   b. FCQ for technology - (John)
   c. Update WiFi position statement
      i. Wait
   d. Adobe - (Virgil)
   e. LMS - (Dylan)
      i. Electronic grading - accessibility of grades
      ii. Student software Integration Criteria (Maybe?)

4. **2:45 PM – LMS Criteria List**
   a. Level of Importance on certain aspects
      i. Ease of use
      ii. App.? (VERY IMPORTANT)
         1. Quick Updates
      iii. E-portfolio?
      iv. Application integration (i.e. Microsoft Office 365)
         1. Turn-it In
      v. Multiple Languages?
   b. “Use-Cases”
      i. 

5. **3:15 PM – Survey Update - Alex**
   a. Wait for meeting with Brad for Adobe CC

6. **3:25 PM - Discuss/Review/Address Action Items from Last Meeting**

7. **3:30 PM - Adjourn**