MEETING AGENDA AND MINUTES
January 27th, 2017
8:30 - 10:00 AM
TLC 215

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

- Look into survey analysis more for points listed below
- Qualtrics Survey: Soham
- Promotion: Virgil
- Update website: Chris
- URL shortening: Shane
- Position statements: everybody
- Review John’s technology FCQ position statement: everybody

**Attendees**

Present:
- Virgil Nunan (co-chair)
- Bharadwaj Thiruma
- John Keller
- Dylan Salee
- Seth Hovestol
- Soham Shah
- Shane Kroening (non-voting)
- Chris Bell (non-voting)

**Agenda**

1. **8:30 AM - Introductions and Settle In**
2. **8:35 AM - Discussion of Student Technology Survey Results**
   a. Points to discuss further
      i. Data backup
      ii. Look at which departments on campus used each software type
      iii. Analysis of question 20 by major
      iv. Word clouds on text answers
      v. Lynda isn’t being used. Maybe try to get stats on this
         1. Ask OIT to advertise it more
   b. Interesting Points
      i. Total number of people who answered about G Suite and Adobe CC proficiency was higher than the total for Microsoft proficiency
      ii. People who said they used photoshop would be mostly interested in using Creative Cloud
      iii. TAM instructors recommend watching Lynda videos to their students
      iv. Printing costs way too much money
3. **9:10 AM - Finalize Recruitment Strategy**
   a. Diversity by major
b. Try and recruit freshman

c. Methods
   i. Campus social media blast
   ii. CUSG social media blast
   iii. Digital posters in the dining halls and residence halls

d. Improve application process
   i. Qualtrics form: Soham
      1. Name
      2. Email (@colorado)
      3. What is one issue related to technology you would like to be fixed? (100 words)
      4. Upload resume
   ii. Shorten the URL or some action item for advertising
   iii. Advertising: Virgil
      1. Add it to CUSG website
      2. Get some info up on housing and dining screens.
   iv. Update website: Chris
      1. Make the application link go to the Qualtrics survey

e. Update website

4. 9:30 AM - Position Statements
   a. Virgil - Adobe
      i. In favor of at least testing the 1,000 copy Bookstore idea
      ii. Follow-up with the faculty board with a letter about Adobe CC and the IT Survey results
         1. Proof that there is student interest, are the faculty interested
   b. Seth - Privacy
      i. Eduroam
      ii. Research other schools’ privacy statements
         1. UC Berkeley issued a transparency report
   c. John - Technology FCQ
      i. Done, just needs to be looked over by ITSGB
   d. Dylan - LMS
      i. Done

5. 9:50 AM - Discuss/Review/Address Action Items from Last Meeting

6. 10:00 AM - Adjourn