MEETING AGENDA AND MINUTES
September 21, 2017
12:15 PM - 1:00 PM
UMC 404

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

- ❏ Brooke: prepare a flyer
- ❏ Chris: put the Google application on the website (replace the join link)
- ❏ Chris: change the "membership" tab on the ITSGB site to update with new members/remove old members
- ❏ Shane: send out Doodle poll

Attendees

Present:
- ● Brooke Langley
- ● Mackenzie Lobato (New member)
- ● Alex Curtiss
- ● Sam Cast (New co-chair from CUSG)
- ● Dylan Sallee
- ● Virgil Nunan
- ● Chris Bell (non-voting)
- ● Shane Kroenig (non-voting)

Agenda

1. **Introductions and Settle In**
   a.
2. **What do we want to accomplish this year**
   We discussed a number of ideas. We'll discuss them more next meeting, and come up with a few priorities to pursue.   The ideas:
   a. Adobe Creative Cloud for students
   b. Survey - get it out faster this year
   c. Webexpress
      i. Hard to navigate
      ii. Bad user interface
   d. User experience thing
      i. Looking at what the students experience
         1. Portals (MyCUInfo, D2L)
         2. Websites (housing & dining, etc.)
      ii. Make them better
         1. Create the "unified student experience"
      iii. As a board, we should be involved
      iv. We should:
         1. Request reports, and/or
         2. Put a person on the committee
            a. Dylan?
   e. LMS D2L to Canvas

         i. Possibly ask for reports
   f. WiFi slowness and general accessibility issues on campus
   g. Recruitment
         i. Make us an official student organization
         ii. Student government
         iii. Greek community
         iv. Office of student involvement
         v. - Get on Buff Connect (Previously Org Sync)
         vi. A PDF that explains what we do, where we meet, perks, market the group
         vii. - what we've done in the past, objectives
         viii. Go to classes
         ix. CS
         x. A&S
         xi. TAM
         xii. CUSG - social media chair
   h.

3. Current Developments
   a. WEPA
         i. Saves OIT while providing a better user experience for students
         ii. Possibly add a survey question to address issues
   b. Adobe
         i. Brad set a price of 3,000 licenses for $55

4. Organization Structure
   a. Co-chair structure?
   b. Multiple co-chairs?
   c. No co-chair?
   d. Decision:
         i. Next meeting, anyone who wants to be co-chair will give a short speech and then we'll vote.

5. Recruitment
   a. Priority
         i. One-page poster type thing
            1. Then, distribute it
            2. Splash flyer
         ii. Center for Student Involvement
         iii. Give a speech to your classes

6. Logistics
   a. Meet twice a month

7. Discuss/Review/Address Action Items from Last Meeting
   a.

8. Adjourn - 1:00 PM