Division of Student Affairs  
Technology and Social Media Committee Minutes  
Monday February 24, 2014  

Attendees: Walter Diaz, Justin Axel, P.J. Rossitto, Candace DeAngelis, Bob Jennette, and Carrie Robinson  
Absent/Excused: Greg DeVito  

1. Approval of minutes from 1/13/2014  
   o (Rossitto, Axel) 6 in favor, 0 opposed, 0 abstentions, motion carries  

2. Social Media Workshop  
   o Joe Ginese will be presenting a workshop this Wednesday from 5-6:30 in the BTR.  
   o He will discuss social media identity and the importance of being responsible.  
   o This program is in collaboration with the Dean of Students, Student Activities, and SGA.  

3. Identity Finder Reports- Update  
   o Walter provided a list of individuals who have completed, however it was not up to date.  
   o **ACTION ITEM:** P.J. will work with Steve Nelson to get an updated and more accurate list that includes professional staff, graduate students, and University Assistants.  

4. Technology Updates:  
   o There are no new updates on SALT  
   o Health Services is looking to pilot Titanium in the fall of 2014. They are looking to see if it could fit into health services in order to modernize the office.  
   o Installation is set to happen around May.  

5. Department IT Assessment  
   o Walter provided a handout of IT issues and where offices were with their needs.  
   o Walter will send to Joe Tolisano in order to respond to the needs.  
   o We have made a lot of progress with IT issues.  

6. Information Security Awareness  
   o Walter is waiting on Steve Nelson to provide the list of individuals who have not completed it.  
   o Some conversation will need to be had with the department heads about being in compliance.  
   o **ACTION ITEM:** P.J. will follow up with Steve Nelson about the list  

7. Website Development  
   o Walter is scheduling a meeting with Chris is order to get all committees up on the Student Affairs website.  

8. Banner Training  
   o Set for Friday April 11th from 1-2pm in Library 263.  
   o Topics or certain things the committee wanted to cover included: transcripts, class schedule, billing, invoices, financial, etc.  
   o P.J. may look into moving the date or time and may do a quick survey of student affairs to see who may be interested.
9. Social Media Best Practice Protocol
   o There was a discussion around developing a Social Media Protocol for all student workers who work in the Student Affairs departments that they would sign off on.
   o ACTION ITEM: Justin will draft up something for the committee that would be used for all student workers. Candace will look into some best practices as well.

10. Ideas for the Student Affairs Retreat
    o Decision has not been made as to whether or not one will be held.
    o The discussion was tabled until next meeting. The committee is charged with thinking about ideas and what role the committee would take in the retreat.
    o Candace mentioned an idea about a session on how professionals are using social media and the image. Also the ethics around it along with context. Possibly bringing someone in in order to guide the conversation.

11. Research on Ooh LaLa College App
    o Candace and Chris have already been looking into the app looking at it for clubs and organizations along with orientation.
    o Says the app doesn’t look promising but will send it out to the committee.
    o ACTION ITEM: Research what other options are out there

12. Other Business/Announcements:
    o Justin is piloting a program in athletics by creating a LinkedIn group as an alumni database so that alumni and current students can interact with each other and if it goes well it will be presenting to the department. He is just waiting on the technology approval.