Division of Student Affairs  
Technology and Social Media Committee Minutes  
Tuesday May 6, 2014

Attendees: Walter Diaz, Amelinda Vazquez, P.J. Rossitto, Greg DeVito, Bob Jennette, Candace DeAngelis, and Carrie Robinson

Absent: Justin Axel

1. Approval of minutes from 2/24/2014 meeting
   - (Vazquez, DeVito) 8 in favor, 0 opposed, 0 abstentions, motion carries.

2. FileMaker Consultant:
   - Paul Serignese presented a packet of information of all the uses of FileMaker.
   - The university is going to be working with Colibri Solutions
   - Our databases are a little out of date and this company will reengineer the system.
   - Currently waiting for the company to come back with a proposal of anticipated billable hours for the wish list created.

3. Social Media Workshop Feedback:
   - Candace discussed the workshop. All positive feedback was received from students.
   - There were about 80 students in attendance.
   - There is talk about putting #MyEastern into orientation and starting to make it a culture.
   - IMPORTANT: The Dean will be unveiling his new twitter handle during orientation.

4. Identity Finder Report:
   - Walter reminded everyone to run it and he will ask Steve Nelson for a Division update.

5. Technology Update:
   - SALT: Orientation will be stepping away from financial literacy for orientation. The parties could not agree on a contract so Orientation will be advertising the free portion of SALT. They will also make parents aware of it.
   - Titanium: Dr. Jennette will be contacting the company in late May.

6. Maxient:
   - There is demo being done on Thursday.
   - Maxient is a student conduct IT solution system.

7. Information Security Awareness Program Modules:
   - We are still missing a good amount of people from the division that have completed it.
   - Walter will reach out to Steve after graduation.
   - There is a conversation on the IT end of moving away from it.
8. **Website Development:**
   - The Hall Director/OMG person will work on a website for the committee over the summer.

9. **Banner Training Feedback:**
   - There were 12 people that attended.
   - All positive feedback was received and people thought it was very beneficial.
   - Looking into offering it on a semester or annually basis. Possibly looking into doing in September.

10. **Social Media Best Practice Protocol Draft:**
    - Justin has some information that he will be sending out to the committee.
    - Walter provided athletics and housing policy.
    - **ACTION ITEM:** Justin will draft a protocol that can be used across the division.

11. **Social Media Training for Professional Staff:**
    - This is not on the agenda for this upcoming retreat.
    - **ACTION ITEM:** Candace will working with someone on the professional development committee, P.J., to plan a workshop to be offered during the semester.

12. **Ooh LaLa College App:**
    - It is similar to college link, a catch all app.
    - It is an expensive app
    - Orientation is not interested in this app but interested in a less expensive app. They are exploring other apps at this point.

13. **Summer Meetings:**
    - We will continue to meet during the summer
    - We will be working on developing specific goals and objectives for the 2014-2015 year.
    - There will be champions assigned to each goal in order to be more intentional with what we are doing.

14. **Continuation on the Committee:**
    - Let Walter know if you are no longer interested in continuing on the committee by May 18th. If he does not hear from you, he will assume you will continue on the committee.

15. **Announcements/New Business:**
    - Greg discussed how athletics is looking into software to manage their workflow with paperwork. It is all cloud based but the prices are a little high. He is having a demo tomorrow.