



phone remotely. They must access their voicemail through a home phone or cell phone.

- b. Windows 10
  - i. Logistics for new computers will be discussed.
  - ii. Labs will determine if they want to upgrade to Windows 10.
  - iii. Faculty workstations should match the lab system.
- c. Project Update
  - i. Work is beginning on the student mobile app.
- d. MyPortal
  - i. Two major components of the deployment will be the fundamental technology upgrade and the cosmetic (look & feel) upgrade.
  - ii. Input from all stakeholders is vital.
  - iii. Later in the meeting Matt Rapczynski will be presenting a conceptual framework for the redesign for users to see the difference between the existing site and the possibilities for the new site.

- e. The vendor selection process, which was based on cost, technology, complexity, sustainability and higher ed market size, was reviewed.
  - f. The timeline was also reviewed. Some key dates included the following.
    - i. March 2017, ETS training.
    - ii. April 2017, development begins.
    - iii. August 2017, major development completed.
    - iv. September 2017, testing begins (performance, ADA, etc.)
    - v. November 2017, preparation for production.
    - vi. January 2018, go live for winter term.
    - vii. It was recommended that changes and upgrade requests be submitted between April and August 2017. (Ex. Faculty request for an upgrade for student add code request process, DRC request to add a tool, etc.)
  - g. It was suggested that the current and new portals be run simultaneously in order to get feedback from users.
  - h. Timing on the changeover needs to be a function of outreach to help determine when the student community is ready to make the transformation.
  - i. uPortal itself is free but there is cost involved with implementation support from Unicon and for maintenance.
7. Implementation of Tech Plan  
Due to time restrictions, this item was tabled for a future meeting.