



New Committee Officers and Key Contacts
September 1, 2015 – August 31, 2016
(See submission instructions at end of document)

Committee Name	Information Technology	Submission Contact Name:	Terrance Wolfork
Chair	Terrance Wolfork	Submission Contact E-mail	wolforkt@fvsu.edu
Vice-Chair	Emily Tipton	Submission Contact Phone	478-825-6053
Secretary	Karen Craig	Date of Submission	8/26/2015
PLC Representative 1862	Rhonda Conlon	PLC Representative 1890	Lalit Rainey
1862 Advisor	Jimmy Henning	1890 Advisor	Mark Latimore, Jr.

Annual Plan of Work
September 1, 2015 – August 31, 2016

Item to Accomplish	Responsibility (Names of people assigned to item)	Key Contact (Person who will serve as a key contact for item)	Goal Date (Anticipated completion date)	Completion Date (to be filled in when completed)
Collaborate with eXtension and the Southern Region Communications Committee to identify and communicate helpful technology tools and methods across the region. Efforts will include working with eXtension professionals as advisors.	Entire Committee.	Entire committee	August 2016	
Share policies and procedures to manage equipment and sensitive information that adhere to Information Security frameworks and minimizes risks for Southern Region IT members. Committee encourages a collaborative effort with each institution's communications departments to develop and disseminate Best Practices and Guidelines for information security and social media policies. Guidance document / best practices.	Emily and Steve Garner	Emily Tipton and Steve Garner	August 2016	

Conference Call Dates

Thursday Dates

October 15, 2015

April 7, 2016

10:00 a.m. Central

February 4, 2016

July 7, 2016

11:00 a.m. Eastern

To add more lines, if needed: Place cursor in last box of the last row. Hit "tab." Another row should appear.

Submission instructions:

- Rename the document with your committee name initials (ANR, CRD, COM, FCS, 4H, ITS, MM, PSD, PLC) such as: ANRplanofwork.doc
- Email document to rachel.welborn@msstate.edu
- If you have problems, contact Rachel Welborn at 662-325-5885 or rachel.welborn@msstate.edu.