

IT Advisory Committee Minutes

October 15th, 2007

Dauch 100

Present: Bobby DeSeyn, Beverly Heimann, Curtis White, Roger Beckett, John Sikula, Dave Lifer, Pat Edwards, Bill Weiss, Boris Kerkez, Tony Box, Sandi Carpenter, Jim Kirtland and Dreama Knight

Absent: Vickie Taylor, Linda Swandon

September Minutes – Minutes reviewed and corrected. Minutes will be posted to the IT website.

Carryover Agenda Items/Updates

IT Staffing Update-

Positions Pending:

Systems Management Analyst- Interview ongoing, have received a couple of good applications

Technical Director/Project Manager-Refill for Brian-fill October 1st - working on job description.

Enrollment Web Programmer-this position will be will be working with mostly Admissions reformatting AU Websites. Shelly is the only Web Programmer with AU and the need is much greater

- John Sikula asked about the requirements and qualifications. Curtis explained that this position will be a full time position for Admissions needs. 75-80% will be creating and supporting Admissions web applications and the rest of the time will be spent as the AU web “patrol” assisting department in updating the content of their web sites. Currently there are a couple of good applications. The position requires a PHP .net graphics design background preferring a higher education background.
- Jim Kirtland asked about funding. Curtis stated that there is an Admissions Recruiter position open that Admissions will not be refilling. This position will be funded from there.

Grant Initiatives

HP Grant – NTR

Dell – NTR

Projects/Initiatives/Updates

- Full Disk Encryption- will be testing this fall and will roll out in the spring. Full disk encryption on all licensed systems on campus.

- Ridenour Wall – Everything currently down. Radiant Technology assembling systems. Will be similar to Schar Lectur Hall with a rear projection system.
- IT Policies under review and revision –Policies are still under review.
 - Pat Edwards stated that in the Education Dept. there are problems with jobs being advertised exceeding the 5 MB size allowed. Curtis will talk with Ann Shelly to see about creating a generic account.
 - Bobby asked about the IT Policies. Curtis explained that these are bench marks to make sure we are covering all bases. This committee sees the policies they go into effect.
- Decommissioning of Network Application Launcher (NAL) – EOL SU07
- MS Office 2007- Being distributed.
- Faculty Refresh – ongoing, also working on Admin. Asst. systems.
 - Pat Edwards asked if next year to avoid some of the problems IT starts this process earlier. Curtis informed the committee that faculty will be asked in May and will continue to work closely with the Deans on refresh.
 - Boris stated that Mike Hupfer sends out an email to all faculty and that it's important for Deans/Chairs work with faculty.

Visits/Meetings

- OFIC at AU 9/17 -Connect-Ed-handles text messaging. AU is with e2campus but reevaluated yearly.
- Ohio Private CIO meeting 10/1-Virtualized environment, one box with many servers can be duplicated to help in case of an emergency.
- Board of Trustees Meetings – Items for discussion
 - Disaster Recovery
 - Finance
 - Strategic Planning
 - Tours of departments on campus
- Educause 10/22-10/26 in Seattle, WA- Curtis will be attending.

Committees and Subcommittees

IT Strategic Planning- Revisions will be tied to the AU Strategic Plan.

Software Coordinating Committee- This committee will be meeting the first Tuesday of each month.

Data Standards Committee- Didn't meet in October

Microsoft Implementation Team- Workgroup located in Patterson.

New Discussion Items

- Microsoft Migration- Progressing going well, goal is still Dec./Jan. for Groupwise to Exchange change but may move in March.

- LMS Migration-WebCT to Angel Learning Nov./Dec. training. Adding ePortfolio in the spring of 09 (if funding permits).
- Budget Development for FY07-08, FY08-09, FY-09-10; NTR
- Information Commons-NTR
- Support at Regional Centers
 - Monthly visits and training as needed.
 - Upgrades at Columbus Center where the bulk of the grad students attend. Several switches were upgraded and DSL was installed and turned on. Issues with old computers will remain until they can be replaced. Currently working with Center Directors on strategic planning to identify their needs. Pat Edwards suggested adding a student from Columbus to this committee to add interest. Curtis suggested that the student could dial in if unable to make it to the main campus.
 - IT at the main campus is moving towards a maintenance mode so technology at the Centers will become the priority.
 - Other Items
 - Boris asked about the wait list for faculty MS Office disks. Andy mentioned that there are several faculty that are not returning the disks Boris wanted to know if they are notified. Curtis mentioned having the disks be checked out for 3 days through the library. Curtis will have Andy and Bill Weiss get together to discuss.
 - Angel over WebCT Advantages-Curtis explained that they are different learning management systems with similar features. WebCT will cease to exist in 2008. Over the summer IT had several LMS vendors here for a 1 day demo and then the faculty members were surveyed. Angel over whelming was the system faculty chose. For specifics on features see Steve Kaufman or Ken Ocheltree.
 - Pat Edwards asked about the new phone system. Curtis stated that next year part of the IT budget will be allocated for technology at the Regional Centers and part will be for the new phone system. We're going with Voice over IP (VoIP) rather than spend money on enhancements for the current old system. Bobby asked if the VOIP will require a bandwidth increase. Curtis stated that we're pretty well set at 45 mb/sec but will be going to 90 for quicker response time.

Next meeting will be Monday, November 19th at 3:00 in Dauch 100.
Meeting moved to adjourn, all agreed.