

# IT Advisory Committee Minutes

December 17, 2007  
3:00 pm in Dauch 100

**Attended :** Tony Box, Bev Heimann, Curtis White, Bobby DeSeyn, Roger Beckett, Jim Kirtland, Sandi Carpenter, Vickie Taylor, John Sikula and Dreama Knight

**Absent:** Dave Lifer, Linda Swanson, Pat Edwards, Bill Weiss

**November Minutes** – Roger moved to approve, John second. All approved and will be posted to the website.

## Carryover Agenda Items/Updates

### IT Staffing Update –

Systems Management Analyst (Microsoft Analyst) – May restructure into a Director/Project Manager position within IT but we are still reviewing options. The Microsoft implementation team is doing a great job and may opt for a target consulting engagement if needed. No job description at this time.

Client Support & A/V Specialist – Desktop and A/V support primarily for the Regional Centers. Position posted and interviews begin in Jan. (posting listed in handout). Columbus has day classes starting SP08 and the needs are increasing. John asked where the money is coming from. Curtis explained that it's from Brian's budget line. Brian's position has been vacant for over a year and IT is restructuring one position into two positions.

Content Developer/Instructional Designer – The Angel Learning migration and growth in online tools has made this position necessary. The position is posted and interviews begin in Jan. This is a junior level position. This person will work with Ken Ocheltree on Angel migration. We've received numerous applications for this position but few for the Client Support & A/V Specialist position.

Enrollment Web Programmer – James Murawski starts 12/19 funded primarily from a position vacancy in Admissions. The primary role of this position is to work on the Admissions web applications.

### Grant Initiatives –

HP Grant – New grant is posted; Link sent to the Deans

Dell – Approached Dell on grants for hardware for various AU projects. They are also researching options with secondary suppliers. We hope to have Dell fund some activities here on campus. Vickie, asked if almost any grant proposal could include a technology funding. Curtis believes that most grants can include a technology component. Grants are coordinated through Wendy; Curtis almost always gets a call regarding grants for AU. Bobby, asked what specific events could a Dell grant cover? Curtis stated that events like concerts and other activities on campus could be supported by Dell. The goal will be to have Dell sponsor events on campus not just supply servers/hardware.

## Projects/Initiatives/Updates

- Full Disk Encryption – Spring rollout planned for AU laptops. All mobile computers will have full disk encryption added. Curtis stated, "it is like the old CMOS password setting

and just requires a password to un-encrypt the drive.” So far there are no performance problems. About 6 staff in IT are currently testing the software.

- IT Policies under review
- Faculty Refresh – 2 systems remain (of nearly 100) still remaining due to medical leaves
  - Upgrades for Administrative computer users is ongoing
- Co-location Server at OSCNet in Columbus – Live! Renting a rack in Columbus run by Ohio Supercomputer Center for \$500/month. Hosting Christmas card this year. Has maxed out the 100 mb/s bandwidth several times but is a good benchmark for other servers (disaster recovery). The Datatel server (backup or primary) may be housed at OSCNet in the future.
- Microsoft Migration – Progressing well; Authentication/Print/File Services being tested in IT for a late Jan. or early Feb. gradual campus wide rollout. No changes are planned over the Christmas break. Gradual rollout is planned because we must physically touch every machine. Exchange email is planned in March during spring break for AU faculty and students. Student email may move to Google or Microsoft Live@edu this summer. Looks like Google is in the lead over MS. Roger asked why the email is different for staff/faculty than students. Curtis explained it’s related to email management and records control/retention. The University owns AU accounts and there is rarely a need to access students email accounts. Exchange calendar has many of the features of Groupwise. Students will still have “@ashland.edu” accounts. This should help with denoting specific departments of groups of student, faculty and staff. Vickie, asked about email directory searches for faculty and staff. Curtis stated that we will be able to do a search in faculty staff address book. Bobby asked if the Google mail accounts will be private. Curtis stated that we will be looking into all the security issues. A lot of universities are moving to this model for student email. As a student you will have any advertising on your account interface but once you graduate you will have advertising. Bobby’s concern is the 3<sup>rd</sup> party accessing his email. Law enforcement has to come to us to get information about a student account and there are advantages to having Google responsible to answer requests by law enforcement. This will be great for the Alumni office to contact Alums with AU managing the accounts. Gmail account can go on forever.
- Angel Migration – First set of sections migrated and faculty trained. Curtis has received lots of positive feedback from faculty. Vickie states it’s much easier to use than WebCT.
- Communications Assistance for Law Enforcement Act (CALEA)-working on AU statement
- Budget Development for FY07-08, FY08-09, FY09-10. Funding being restored but playing catch up – Major technology enhancements for the Regional Centers are planned
- Information Commons – NTR donor previously interested is putting money elsewhere on campus
- Support at Regional Centers.- Randy Spears is providing support at the Columbus Center along with Ken Ochletree and Steve Kaufman. Randy will be trained on Angel as well

### **Visits/Meeting**

- Visit to Westfield Group in 11/30 –Curtis and Kurt made the trip and it was very informative. This is a large-scale IT operation with about 400 IT staff. They are very interested in our Mediasite and technology training initiatives. We will have them here in a few months.

- IT Meetings at Centers – Columbus and Stark are completed and Elyria and Cleveland will be in Jan./Feb.
- Campus emergency notification systems –Curtis spoke at OSU this fall regarding campus emergency notification and will speak at the Ohio College and University Business Officers in April at Denison.
- Faculty College Training Sessions- The Faculty college training calendar is out. Reviewed calendar. We do not have an All Institutional meeting before classes start.

## **Committees and Subcommittees- NTR**

### **Discussion Items**

- Test of e2Campus notification system on 12/5/07 (handout) – Notified campus of the test and invited them to register. Sent out a survey offering 2 \$100 certificates one for faculty/staff and one for students. Offering the certificates resulted in about 500 more participants. There were 2 tests - 1 via email and 1 via text message (SMS). Very valuable testing, most people received the test message in the first 5 minutes it was sent out. Some people didn't fill out the initial registration correctly. Vickie stated that some folks don't scroll down far enough to get the complete message. Question #10 helped with how often the survey should be completed narrowing it down to 2x's/semester. Verizon is the largest cell phone vendor on campus. A lot good ideas come from these surveys, like putting something on the website to let folks know of the alert. Question #19 per Vickie, snow closing notification is a big concern. Issue is if you use a system too often it becomes ignored. Some people caught that the wrong date for the notification was given out. Bobby asked if this would include a tornado warning would the campus be notified. Curtis stated "yes" and when the town tornado siren goes off then a text message will be sent out by Safety Services. We are looking at expanding to include announcements via WRDL, ConvoTV and public address in building so equipped. Each time we learn a little more from the notifications we sent out.
- Budget Development for FY08-09 – Substantial funding allocated for technology at the Regional Centers over the next several fiscal years.
  - Construction lease funding restored to IT budget starting next FY
    - 43% for Regional Center technology upgrades trying to allocate money for the following
    - 40% for lease payments ends next fiscal year
    - 12% for A/V refresh and maintenance costs ease for cisco 2 payments due next year
    - 7% for increased Internet bandwidth (90 megabits per second)
  - Limited funding means priorities must wait.
    - Main campus AV Refresh - every piece of equipment in the Dauch building is 4years old and will soon need to be replaced.
    - Admin systems replacement (responsibility of depts.)
    - Storage Area Network
    - Server and switch upgrades - always playing catchup
    - VOIP phone system upgrade no funding
    - Instant enrollment and e-business for graduate registration
    - Datatel Web portal implementation
    - Centralized event management system- schedule classroom with Conference EMS 40-50 K will schedule rooms with all the necessities. Forms for all needs. Someday!!! Per Bev for faculty college trying to schedule is a night mare.
- Document imaging machines need to be added.

### **Other Items???**

Bobby stated that the Mediasite, really cool. Curtis brought up the Coach Owens site. This will be great tool for faculty to use for online classes. IT will help whoever wants to use this. There are only a few classrooms with Schar 140 a mobile unit and Schultz 103 with other portable one that can be plugged in. Not discouraging faculty from using this. Vickie stated that the Seminary is recording students with their experiences and putting it up on the Seminary site. They have been the first to really use this.

Angel Learning will be fully implemented by summer. This will be hosted onsite. IT can give training at anytime,

**Next Meeting** – January 28st at 3 pm in Dauch 100 (1/21 is Martin Luther King Day)

**Motion to Adjourn**