

# IT Advisory Committee

January 28, 2008  
3:00 pm in Dauch 100

**Attended:** Vickie Taylor, Tony Box, Sandi Carpenter, Bobby DeSeyn, John Sikula, Boris Kerkez, Bill Weiss, Dave Lifer, Bev Heimann, Curtis White and Dreama Knight

**Absent:** Pat Edwards, Jim Kirtland, Roger Beckett and Linda Swanson,

**December Minutes** – John Sikula moved to approve, Bobby DeSeyn second. Minutes will be posted to the IT website.

## Carryover Agenda Items/Updates

### IT Staffing Update –

Systems Management Analyst – May restructure into a Director/Project Manager position within IT - still reviewing options. MS training for staff will enable us to re-tune this position

Client Support & A/V Specialist – Desktop and A/V support primarily for the Regional Centers. Position posted and interviews ongoing. Sandi is currently interviewing for this position. The needs at Centers are growing.

Content Developer/Instructional Designer – Required to address the Angel Learning migration and growth in online tools. Position posted and interviews ongoing. Co-position with Ken Ocheltree position working with online learning tools

### Grant Initiatives –

HP Grant – New grant is posted; Link sent to the Deans. This grant closes in Feb. **Curtis** will send out a reminder to Deans. Curtis thought that the MIS area might be good candidates for this grant. **Boris Kerkez** stated he tried but courses must be required and because he uses computer labs they may not fill the requirements. There looking into the possibility of Cathy Stoffer's classes meeting requirements.

Dell – Approached Dell on grants for hardware for various AU projects. They are researching options with secondary suppliers as well. Curtis will be meeting with Dell rep. to review other options such as \$500 to \$5000 grants for students/faculty. Curtis would like to increase the awareness on campus with money going directly to programs not necessarily to IT. The goal is to build a better relationship between AU and Dell. Other options will be discussed.

## Projects/Initiatives/Updates

- Full Disk Encryption – Summer/Fall rollout planned for AU laptops. Roll out this summer, not until we have active directory. During the fall every AU laptops will have full disk encryption to protect the data if ones comes up missing. Each time the board is here the audit/compliance committee is very interested.
- IT Policies under review and revision-Still under review and will complete and bring before this committee in coming meetings.
- Faculty Refresh – Planning for SU08 Faculty input by May 1<sup>st</sup> before faculty leave we'll know what faculty will be refreshing. All needs will be verified with deans. Orders will be placed and delivered by July 1<sup>st</sup>. Faculty here over the summer may get theirs early. All systems will be setup before Faculty College.
- Microsoft Migration – Progressing well; Authentication/Print/File Services being tested in IT for a SP08 rollout across campus. Exchange email (web interface) in SU08 across campus (after AU graduation and mini-term). **Bill Weiss** asked about the ‘mini term’ **Bev Heimann** stated that the mini term is a 3 week term after graduation to give students more options for taking classes during summer. Full facility operations - meaning dorms will be open along with convo (every evening 4 days a week for 3 hours). Doing schedule now. **Boris Kerkez**, questioned hours thought it they seemed to be 1 hour short. **Bev** wasn't sure, but will find out.
- Angel Migration – First set of sections migrated and faculty trained. Going well, reaching out to the MBA faculty to move over. Very pleased and receiving lots of positive feedback.
  - ~~October – Purchase limited license (done) and install Angel~~
  - ~~Nov/Dec – Limited faculty training and migration of 40 sections (+/-)~~
  - ~~Jan – 40 sections online with Angel (rest with WebCT)~~
  - Mar/Apr – Faculty training and migration of summer sections  
In place by the end of spring
  - May/Aug – Migration of all courses to Angel and Faculty Training  
Migration is going well.
  - June 30<sup>th</sup> – Decommissioning of WebCT- (Handouts) 1<sup>st</sup> slide is a breakdown of colleges using each. All nursing is on Angel. Chart showing Web CT verses Angel will be going up in a few months. **Bobby** stated students that are using Angel really like it. **Vickie** commented that it's real easy to navigate.
  - Aug – All sections on Angel
  - SP/SU 09 – ePortfolio?-This will be addressed next fall.

- Communications Assistance for Law Enforcement Act (CALEA)- Working on AU statement, Curtis will have the statement completed shortly.
- Budget Development for FY08-09-Funding restored but playing catch up at the Regional Centers 4 year plan (handout) pulled trigger over Christmas break for the Columbus Center. Added 2 classrooms with multimedia, when funds come available more will be done. **Dave** asked about the Medina Center. **Curtis** stated that Medina is not a full service campus only MBA and Nursing (some) courses are available. **Curtis** is talking with Steve Krispinski about possibly leasing new laptops for Medina. Right now we don't have the funds for Medina. **Dave** stated that the equipment is very slow and needs upgraded. **Sandi** stated that with students trying to log onto the wireless network at the same time can cause systems to take awhile to boot up. **Bev** mentioned that the alums from the Medina center were contacted to see if they would be willing to make a donation towards new systems but no interest. **Curtis** stated that the laptops there were not purchased for that site but were part of the Dauch building (purchased in 2003). Curtis will continue to work with the MBA program.
- Information Commons – NTR Bill all based on a naming gift. Library building. Donor no longer interested. This is on hold.
- Support at Regional Centers
  - Training as needed (scheduled by Center Director)
  - Columbus – Randy providing support for distance learning will continue with the training
  - Weekly visits to Columbus and monthly to other Centers  
Goal is to get to Columbus more often. The 4 year plan (handout). Currently there is not a budget for replacing administrative computers. These systems currently must be supplied by the department/program. **Bev** asked how the things are prioritized. **Curtis** stated that mostly it's based on the number of people that will be affected by it. At the main campus AV equipment in Dauch will be dying and this will be a high priority, Event management systems is a real need, but because we can function without it it's a low priority need. **Bobby** asked if other campuses have an EMS program of some type. **Curtis** stated that several do. We're looking into the Event Management Services which integrates with Datatel. **Vickie** wanted to know why the admin. asst. computer refresh is not centralized. **Curtis** stated that the advantage is that each department can prioritize their decisions on what to purchase.
  - Lab upgrades planned for SU08

## Visits/Meeting

- IT Meetings at Centers
  - Columbus and Stark in completed
  - Elyria and Cleveland in Feb/Mar
- Campus emergency notification systems
- Ohio College and University Business Officers in April at Denison
- Expanding test features to PA, WRDL and email - This is test is to get the word out, make sure AU is ready, that all the formats are up to par
- Faculty College Training Sessions-Lots of training sessions were available
  - Angel Learning - Intro and Overview
  - Best Practices in Distance Learning
  - Introduction to Mediasite - Mediasite made possible for all off site centers. Our new mode of getting the word out.
  - Introduction to Web Conferencing
  - Zotero - Overview of Research Inventory/ Bookmarking Tool

## Committees and Subcommittees

- IT Strategic Planning – Revisions will be tied to the AU Strategic Plan
- Software Coordinating Committee – Sandi Carpenter facilitates and meets 1<sup>st</sup> Tuesday of each month. Faculty identified summer course software needs.
- Data Standards Committee – Meets monthly to determine data entry standards headed up by Don Prezioso
- Microsoft Implementation Team – Workgroup located in Patterson 103 meets every Tuesday

## Discussion Items

- Budget Development for FY08-09 – Substantial funding allocated for technology at the Regional Centers over the next several fiscal years.
- IM for Library (Bill) - **Bill** is looking for ways the library can communicate online with students. Asking about PHP live. Admission uses IM and

most libraries are doing. **Curtis** will have Sandi and Shelly look into this Pidgin/ /Neebo. Neebo is being used in Patterson 200. This allows different messaging to talk to anyone. The portal part Curtis is not sure about. **Tony** stated that PHP Live Support is working for them. It's an inexpensive tool. Mostly parents are using this tool for communication than students. No red flags. If any departments wants to use Neebo it's not difficult to setup let us know.

- Other Items???

**Boris** asked about Ruckus. **Curtis** stated that about 1200 students are enrolled. Faculty members don't have access. Boris has tried but can't get through though Dave and Vickie are able to use it. **Curtis** will try to get Boris enrolled.

**Next Meeting** – February 18th at 3 pm in Dauch 100

**Motion to Adjourn** John moved to adjourn all approved.