

ITEC Advisory Council Meeting Minutes

Friday, April 16, 2010; 1-3 PM

202 Weber Building

<http://iac.colostate.edu>

Attendees: Don Albrecht (Libraries), Mike Brake (CASA), Pat Burns (VPIT), Bryan Carney (Advancement), Dave Carpenter (CAHS), Jim Cox (CNS), Doug Finnman (Information Systems for Don Hesser), Jordan Fritts (DCE), Mike Giebler (Financial Services for Troy Fluharty), Neal Lujan (Student Affairs), Robin McGee (WCNR), Ed Peyronnin (CAS), Mark Ritschard (Engineering), Rusty Scott (ACNS), Chris Seng (Registrar's Office), Ron Splittgerber (Research Services), Adam Warren (Public Affairs for Leslie Hilbert), Ruth Willson (Extension)

1. Introductions
2. Additions or modifications to this agenda
 - a. None.
3. Approve minutes of February 19, 2010 – see <http://iac.colostate.edu>
 - a. No changes, approved unanimously.
4. Central systems updates
 - a. Kualii Financial System – Fluharty
 - i. KFS update - An upgrade was performed at beginning of April to stabilize the system, and a standalone version of RICE is under evaluation.
 - ii. End of year process - A single login will now be used to perform yearend and new-year processing. Training for yearend processing will be held on May 5 & May 11.
 - iii. Cashnet replacement - Efforts to produce a centralized collection point are on hold. Each on-campus vendor can use authorize.net individually. Some on-campus credit card processing can continue for now.
 - b. Kualii Coeus – Splittgerber
 - i. Quality assurance testing with version 2.0 will begin next week. The 'production pilot' is targeted for October 1. Full production will be determined based on the results of the pilot. An upcoming national workshop will be hosted by CSU (300 registered presently in mid May).
 - c. ARIES update – Seng
 - i. Euthority – Access to student data has been enabled from ODS into ethority.
 - ii. Student photo access in ARIESweb – Anyone with access to class lists will have access to photos which will also be available via the search function. Access to photos via the search function will be available this summer.
 - iii. Registration for summer and spring are currently open and includes the new waitlist functionality. Students put on a waitlist will receive email and optionally a text message.
 - iv. Banner and ODS upgrades coming – no details yet as to timing.

- v. VPEA has over 1 million images in BDMS and the workflow module is working very well.
 - d. HR – no update
 - e. BDMS pilot project – Finnman
 - i. IS staff continues with security and functional training in support of extending the use of BDMS on campus. Additional activities include; a site visit to DU, purchasing of scanners, establishing scanning and naming standards, exploring functionality of the latest software release (version 6.5) and developing a needs analysis for Grad School and International Programs. Also, workflow implementation/training is ramping up.
 - ii. Peyronnin brought up an issue with the time clocks application. Finnman will take this as an action item and report back at the June IAC meeting.
- 5. Networking – Burns
 - a. Chargeback model
 - i. Progress to date (Attachment A)
 - ii. Charge to the Communications Infrastructure Committee (Attachment B) – Suggested changes from CITAC discussed including size of the committee and meeting frequency. A motion was made to limit the number of committee members required for a quorum to 6 to aid in scheduling (passed unanimously), and a motion was made to mandate quarterly meeting (failed 7-10). The charge was approved (unanimously) in current form as amended. Implementation targeted for FY11.
- 6. Central operational topics
 - a. LMS futures – Scott
 - i. The Faculty Council CoTL (Committee on Teaching and Learning) sent surveys to all general faculty and 5,000 students to gain understanding of what tools are most often used and considered important. RamCT Coordinators have been studying Blackboard Learn and Sakai to assist the CoTL with their analysis. Central RamCT support staff are also preparing to work closely with the CoTL in the analysis of next generation LMS solutions.
 - b. Digital Signage- Burns
 - i. Burns will be present the proposal accepted at the previous IAC meeting to the PST at a forthcoming PST meeting.
 - c. HPC RFP – Burns
 - i. Phase 2 of the RFP process is complete (meeting with semi-final vendors). Phase 3 is about to begin and will include ‘best and final’ bids. Projected production timeline is late October, 2010.
- 7. Campus IT consolidation (Attachment C) – Burns
 - a. CITAC presented an updated version of the scope of work document, changing only section 5 further describing the decentralized units. Peyronnin will finalize and forward doc to Allison Horn who will develop of formal RFP and constitute an evaluation committee.

8. Information Item from CITAC: Ed Peyronnin has been asked to produce a document describing how IT supports research within CAS. He will socialize the report with the other CITAC members.

Meeting adjourned at 2:10pm.

Attachments

- A. Chargeback model: progress to date
- B. Campus Infrastructure Committee charge
- C. Statement of Work for IT consolidation