

ITEC Advisory Council (IAC) Meeting
Thursday, March 24, 2005
8-10 AM
Provost's Conference Room 106 Administration Building

Attendees: Pat Burns, AVPIIT; Jon Peterson (for Ron Splittgerber), Research Services; Ty Boyack, CNR, Leslie Hilbert, University Advancement; James Lyall, CAHS; Rick Simpson, DCE; Ruth Willson (for Milan Rewerts), Cooperative Extension; Bill Haid, Enrollment Services; George Jaramillo, Libraries; David Thilmany, CLA; Ed Peyronnin, CAS; Rusty Scott (guest), ACNS; Larry Cobb, CVMBBS; Sally Hibbitt, OIS; Mark Ritschard, COE; Mike Brake, CASA; Jim Cox, CNS; Don Hesser, IS; and Jon Schroth, COB.

Minutes

The meeting was called to order at 8:05 AM

1. Introductions
2. IT Governance Policy ([Attachment A](#)) – Burns
 - a. The new policy was reviewed, and the addition of the Vice President for Research and his appointee to the IAC was noted.
3. CSU IT Security Policy ([Attachment B](#)) – Burns
 - a. Version 1.3 of the Policy approved by the ITEC at its Feb. 15, 2005 meeting was reviewed, and the addition of minimum, mandatory IT security items was noted.
 - b. A particular aspect discussed was the requirement of running more secure versions of the Windows operating system that, in some cases, requires hardware to be upgraded. The IAC requested that those planning to surplus computers capable of running Windows 2000 notify ACNS so that these computers could be redirected toward needy departments.
 - c. Significant attention was devoted toward the new requirement to enhance passwords, requiring passwords to be changed where they are not already very strong. Such passwords will need to be changed on at least Windows and the eID systems. Rusty Scott was charged with bringing back to the IAC a written plan for the password change process. All agreed that good communication with users will be essential to a smooth transition, and University Advancement agreed to help by working with ACNS to define and conduct a communication program for this purpose.
 - d. The on-line IT Security web survey was discussed. Scott Baily will serve as the interface for questions about this survey form.
4. Central IT Planning and Budget submission summary (information items) – Burns
 - a. Network charge-back – 5% increase to progress with campus rewires.
 - b. Telecom rates – incidental increases: jack only user-originated trouble, labor rates.
 - c. Refurbishing the electrical power and HVAC in E7.
5. Charges for Technology
 - a. The current recommendation to the Board is that CFT scholarships are to be dropped from the CFT program, and all Charges are then to be reduced correspondingly by 10%.
6. UTF funding requests, approx. (information items) – Burns
 - a. Classrooms - \$170k.
 - b. SIS/portal - \$392k.
 - c. Library - \$242k.
 - d. Supplemental requests being considered: kiosks, central ITFS wireless.
7. Brainstorming matters for IAC's future consideration – All

- a. Calendaring – Rusty Scott was charged with chairing a committee to explore this issue. Committee members are Rusty Scott (Chair), Ed Peyronnin, James Lyall, Leslie Hilbert, Jon Schroth, George Jaramillo, and Jon Peterson. The charge to the committee is to explore interoperable calendaring systems comprised of one central system that would interoperate seamlessly with Windows Exchange calendars, including a funding mechanism and a transition plan. The group will report back to the IAC periodically.
- b. SIS/portal project (information item) – due to its importance, this item will remain on the IAC’s agenda until it is agreed that the IAC no longer need consider it.
 - i. uID and eID
 - ii. Identity management
- c. E-mail communication – this topic will be explored in depth at a future date. Pat Burns, Bill Haid and Leslie Hilbert are to meet to discuss how to queue up this item for the IAC.
 - i. Moderated
 - ii. eComment Daily/FYI - opt out
 - iii. Listservs
 - iv. Portal communication tools
- d. On-line student course survey – possible policies for presenting students with “opportunities” to complete the survey were discussed. Burns requested that Bill Haid explore this.
- e. Campus rewire prioritization process – Burns will get the subnet managers and others together in late spring or summer to conduct the next round of building prioritization.
 - i. Buildings
 - ii. Campus wireless
- f. WebCT – the group discussed this item, and the general consensus is that this item merits our continued attention over time.
 - i. Keeping up with desirable and required software upgrades
 - ii. Keeping up with desirable and required hardware upgrades
 - iii. Timing of data feeds to populate WebCT course sections
 - iv. LDI integration
 - v. Learning Management Systems, Project Sakai
8. Other – The issue of a more robust file transfer program for large files was discussed. Burns mentioned that “grid ftp” is available. Mark Ritschard will ask his staff to investigate and he will report on “grid ftp” at the next IAC meeting. Another solution is in place at NREL, where the large file is put up on a web page for download, and an email message so indicating is sent to the recipient.
9. Adjourn – The meeting was adjourned at 9:50 AM.