

**Information Technology Council**  
Humboldt State University

Meeting Notes for: September 11, 2007 from 2:00 to 4:00 P.M., NHE 106

Members Present: Mark Hendricks, Dave Marshall, Jeanne Wielgus, Jeremy Shellhase, Toby Walker, Megan McKenzie, Rick Garcia (TNS),

Others Present: Lorrie Marsh (TNS), Cassandra Tex (SDRC), Bethany Gilden (Help Desk), Jason Hardin (IITSS), Scott Ventuleth (TNS), Drew Meyer (Housing), Bill Evans (IITSS), John McBrearty (ISO), Andrea Schwandt-Arbogast (Web Mngr), Linda Thompson (Bookstore), Matt Koelling (Student Affairs), Anna Kircher (CIO), Molly Simpson (Recorder).

**1. Approval of the Minutes:**

June 2007 Minutes were approved as corrected (McKenzie/Walker).  
August 2007 Minutes were approved as distributed (Garcia/McKenzie)

**2. Report Items:**

**Desktop Support Working Group:** Hendricks and Marshall spoke about standardized drive lettering for campus resources.

**Messaging Working Group:** Walker noted that the group is looking to recommend a vendor. Sent RFI in July and received eight, seven complete. The RFI responses were posted to Moodle along with an evaluation matrix. The group is mid-way through the matrix and should have it completed by Monday, September 17<sup>th</sup>. The group plans to invite vendors to campus soon.

**3. Discussion Items/ Action Items:**

**Wireless Port Access Change Management Procedure:** The 30-day review period is complete. Procedure approved (Shellhase/Garcia).

**Wireless Security:** Garcia distributed a list of open ports, noting that all other ports were to be closed. A PR campaign to announce port closures for reasons of security should be done prior to closures. This is for wireless only. Discussion ensued.

**User Shares Status:** Hendricks noted that a central initiative to create storage space for all students, staff, and faculty was underway. He also stated that web sites for users would be maintained in the same location.

**Guest Accounts:** Gilden reported on a new service to create guest accounts for non HSU people (with HSU affiliation). Guest accounts are currently maintained by the Help Desk, but the hope is to have administrators across campus in places like Student Life and the Library. The guest account access would allow guests to use wireless and open computer labs on campus for a 24 to 72 hour period. Guests would have to provide a picture ID and register with an account administrator. Please call Bethany Gilden if you want to sign-up as a guest account administrator. Guest account administrators will need to develop criteria for approving account requests.

#### 4. **New Business:**

**ITC Membership:** Callahan distributed a list of the current ITC membership and proposed changes. Changes were to include more representation for voting purposes. Further discussion of this agenda item was tabled until the October 9<sup>th</sup> meeting.

**CSU Information Security Audit:** McBrearty reviewed the process for the upcoming security audit. Discussion ensued.

#### 5. **Announcements:**

Garcia introduced Scott Ventuleth, recently hired as a Network Analyst in TNS.

Evans reported that there had been some technical problems with Moodle. He also announced that the Faculty Technology Solution Center (FTSC) now offers open lab hours.

Koelling announced that 2007 is the 20<sup>th</sup> anniversary of the Leadership Conference. Anyone interested in presenting should contact Matt Koelling at extension 3373.

**Adjournment:** (Garcia/Shellhase) 3:30 P.M.



