

**Information Technology Council**  
Humboldt State University

Meeting Notes for: October 11, 2005, 2005 from 2:00 to 4:00 P.M.  
SBS 405

Members Present: Mark Hendricks, Dale Sanford, Joan Van Duzer, Jeanne Wielgus,  
Mike Bradley, Jeremy Shellhase, Katherine Granfield, Todd Stone

Others Present: Cassandra Tex (SDRC), Linda Thompson (Bookstore), Melinda  
Christensen (Help Desk), Phil Hooker (Smart Classrooms), Nick  
DeRuyter (Manager, UCS), Josh Callahan (University Computing  
Services), Molly Simpson (Recorder)

1. **Approval of the Minutes:** The minutes of September 13, 2005 were approved  
as amended (Shellhase/Stone).

2. **Announcements/Action Items:**

**IT Council Charter:** Hendricks reviewed the suggested charter that Cannon had  
distributed and asked the Council for comments. Discussion ensued regarding  
what should constitute a quorum, membership, and voting, desire for regular TNS  
updates, and more. The agenda item was tabled. Stone agreed to set up a  
Moodle discussion board so that members can discuss the details of the charter.  
The topic will be an agenda item at the next Council meeting.

**Secure Email Conversion:** Hendricks reported on the status of the secure email  
conversion. All services are available now. The port for sending email (SMTP)  
while on campus should be port 25 (the default). Off campus SMTP should use  
the alternate port 587 with authentication and SSL. Bradley noted that encrypted  
email on port 25 causes a Symantec error. The solution is to not encrypt campus  
mail on port 25. Mandatory conversion date is still to be determined.

**Secure Authentication:** Hendricks asked for feedback from Council members  
on the password synchronization project, noting that 897 people have changed  
their passwords so far. Hendricks asked ITCs to check and test the new  
interface. If anyone has questions they should call the Help Desk. A brief  
discussion ensued regarding the transition process.

Central authentication for Moodle, MeetingMaker, and possibly Blackboard, is  
planned for the spring semester. In tests, MeetingMaker was able to use the  
existing password until the central "Net ID" password was used once. From then  
on only the Net ID Password would work.

**Secure Communications:** Callahan told the Council that FTP was now

available from the Bookstore. The cost is \$7.50 per license/user. Upon receipt of a purchase order, Linda Thompson will send the access information.

**Email Spam Behavior:** Bradley noted that the automatic quarantining of email had been turned on. This has greatly reduced the load on the email server (Axe). Approximately 40,000 emails are being quarantined each day. The system sends a daily SPAM report to each email alias that has received SPAM messages within the last 24 hours. Messages will stay in quarantine for 30-days before being deleted. Bradley noted that all Outlook users have the ability to download a plug-in that will white-list their entire contact list. Callahan noted that the Bayesian database engine is another source of SPAM detection. The global Bayesian analysis will improve spam detection accuracy.

**MeetingMaker SSL:** Bradley told the Council that the campus would be requiring SSL on MeetingMaker and will plan to turn off the regular TCP at the same time as secure email. The date is still to be determined.

**Banner 7:** Rollout of Banner 7 with web interface tentatively scheduled for Memorial day weekend.

5. **Adjournment:** 3:20 P.M. (Granfield/Shellhase)