

Information Technology Council Humboldt State University

Meeting Notes for: January 11, 2001 from 10:00 A.M. to 12:00 P.M.
SBS 405

Members Present: Riley Quarles, Toby Walker, Pat Collins, Mark Hendricks, Mike Bradley, Jeremy Shellhase, Katherine Granfield, Megan McKenzie, Dale Sanford, Joan Van Duzer, John Filce

Others Present: Molly Simpson (Recorder), Lisa Jackson (ITS)

1. **Approval of the Minutes - 12/14/00:** Minutes approved as amended (Collins/Walker).
2. Report Items:

Working Group on Network Issues: Hendricks told the Council that they would have a proposal ready at the next ITC meeting complete with questions the group would like to address.

Working Group on Desktop Support Issues: Granfield noted that a draft of the survey had been distributed via email and as discussed at the last meeting, the group wanted Council members to give their comments and feedback to the group. Van Duzer noted that the examples contained in the document were very helpful. Discussion ensued as to the grid and whether or not there was a need to revise the distributed survey. The Council decided that there was no need to change the form.

Working Group on Unlicensed Software Policy: Van Duzer identified the process she used to remove unlicensed software within her College. She gave the Council a detailed report on the implementation of this process noting that it had been very successful. Additionally, Van Duzer told the Council that she would mail members the procedures she used for the process. Van Duzer noted that the Chairs expressed full support. Cannon congratulated Van Duzer on her success, noting that Dean Costello was very happy with the process. Cannon stated that two keys to the success of this process were that Van Duzer had done a wonderful job with notifications and explanations, and that she had the full support of her Dean. A brief discussion ensued regarding more details of her implementation. Cannon noted that he and Lisa Jackson were working on the AUP and that it had resulted in major changes in the language. Van Duzer is to look at the changes to the AUP and bring comments back to the group at the next meeting. Cannon told the Council that once all proposed changes had been made and approved by ITC, it would be sent down the normal channels for approval. Discussion ensued as to the distribution of the AUP.

Working Group on Windows 2000 Issues: Collins handed out the groups report noting that he and Sanford had sent a message to Cannon to clarify the question of Windows 2000. Collins stated that Dave Simpson and Cannon had confirmed that the main concern regarding Windows 2000 was a server/active directory issue. Before any installations a plan needs to be implemented to address process and procedures. Simpson stated that the goal for Active Directories would be July 2001 at the earliest. Collins asked if a group from all areas should keep on top of this issue. Simpson noted that a group consisting of Cliff Pratt, Mike Bradley, Rick Garcia, and Dave Simpson was already in place. Collins asked the Council if they felt the need for an ITC group or if updates from current group were enough. Cannon suggested wherever the group is at, it should only be one group to avoid duplicating efforts. Collins suggested the current group giving reports or updates to the Council. Cannon noted there was also a need for ITC members to give feedback to the current group. A brief discussion ensued and Collins motioned to dissolve the Working Group on Win2000 and Walker seconded the motion.

Motion so moved and group is dissolved.

3. Discussion/Action Items:

Cannon updated the Council on CSU activities including the plan to out-source the initial Host-Site for CMS. IBM won that proposal and planned to set up a Computer Center in Rochester, NY with a backup and use DS3s to get to it. After two months of negotiations, IBM came back in with a completely new proposal. At present this project is dead. The Chancellor's Office is looking at the possibility of rebuilding a Computer Center CSU run with a Hot-Site backup. Cannon noted that this was a position he had pushed them on for a long time because the CSU can definitely run their own Computer Center for quite a bit cheaper. Cannon stated that movement is leaning toward a CSU Computer Center with a contract for a Hot-Site backup. He felt that we would be seeing a Computer Center under the Chancellor's Office in the future.

Cannon announced that Steven Heck, our new CMS Project Director started on January 2, 2001. He noted that he would be having Mr. Heck added to the ITC list and would be inviting him to an ITC meeting in the near future to discuss his approach with the group.

Next, Cannon updated the Council on the Telecommunications Infrastructure Initiative. He announced that PacBell won the contract and has worked out a subcontract with SAIC. PacBell will be handling the technical end and SAIC will be handling the project management end. Their proposal went to the strengths of both corporations and looks good. Our contact will be PacBell and it looks like the system will be Cisco. There will be annual review on the baseline equipment. Cannon also told the Council that we should be receiving a list of baseline equipment soon. He noted that Cliff Schall was on the CSU committee that is developing the baseline equipment list. He expressed his intent to buy future electronics off that list so that what we buy now will be compatible

with the new network. Discussion ensued regarding more details of the contract including training.

Cannon informed the Council that vendor bids for the working drawings would be due on January 26, 2001. A contract should be in place soon after the due date. Cannon discussed details of the contract including review of preliminary assignment of spaces and specific criteria. Cannon concluded by telling the ITC members that once this project gets underway, status reports would be going out. Discussion ensued regarding project budget issues.

Cannon told the Council that there was a small finishing group working on the CSU Portals Policy Draft. He noted that when the document was complete and available he would bring it to the Council for distribution and discussion.

4. New Business:

Granfield asked for an update from Garcia on DHCP. Quarles to ask Garcia to provide update for the next meeting.

Cannon announced that SCIT had approved a proposal from the staff for a new host machine for Banner. The proposal will go to the URPBC on January 26, 2001. Cannon explained the proposal and how it would improve current server resources all around. Discussion ensued regarding the specifics and Cannon concluded by saying he was hopeful if the proposal passed, the new host machine would be up by May 2001 registration.

5. Announcements:

Van Duzer announced the CSU wide CATS Conference will be taking place during Spring Break. She gave a brief description and noted that a message would be sent out with the URL containing a list of what would be offered at the conference this year.

Adjournment: 11:40 (McKenzie/Granfield)