

Information Technology Council
Humboldt State University

Meeting Notes for: November 14th, 2002. 10:00 A.M. to 12:10 P.M.
Location: SBS 405

Members Present: Riley Quarles, Dale Sanford, Rick Garcia, Katherine Granfield, Mike Bradley, Mark Hendricks, Joan Van Duzer, Toby Walker, Jeremy Shellhase

Others Present: Dave Marshall (as proxy for Pat Collins), Bruce Tiffey (as proxy for Megan McKenzie), Molly Simpson (Recorder)

1. **Approval of the Minutes:** Minutes of the October 10th, 2002 meeting were approved as distributed (Walker/Bradley).

2. **Report Items:**

Network Advisory Group: Garcia reported that the group had met and discussed web pages, common network practices and etiquette, and Cannon's letter on charge backs. The group plans to invite Cliff Schall to a meeting. Group membership was also discussed. Garcia invited interested ITC members to join the working group. At the next meeting the group will evaluate the need for this group and discuss issues regarding DHCP leases and make recommendations to the IT Council.

A brief discussion ensued regarding system status notifications. DeRuyter asked Council members to email ucsmgr@humboldt.edu to comment on their notification preferences. He noted that he would be attending a meeting later in the day to discuss notification issues.

For more effectiveness, Quarles asked that members email requests for group agenda items to him. He would forward the requests on to the working group.

Desktop Support Working Group: Sanford reported that this group had not met. The group is waiting for the ITS plan before meeting again.

Working Group on Assistive Technologies: Walker reported that the group had not met. The group was still reviewing 508 issues. He also reported that a new ADA station had been added to the Testing Center.

Common Software Acquisition Group: Sanford reported that the group had met with Mary Ann Evans in Purchasing to discuss if Macromedia orders should default to

being included in the campus bulk buy. Evans suggested specifying either way. Evans will call the department if nothing is specified.

Working Group on Web Access: Quarles reported that the group had met. The group had decided that their main charge would be to create an accessibility website. He reported that Andrea Schwandt-Arbogast had constructed the website. The website contains information on policies, resources, and groups dealing with access issues. The site also includes links to checkers such as BOBBY. After some corrections to the site are made, Quarles will send link information to ITC members.

Professional Development Group: Granfield reported that the group had met and worked on the draft model of the professional development plan (handout). A discussion ensued regarding the draft plan, its intent as a tool, and possible modifications such as adding time and money columns. The Council expressed a need for campus-promoted workshops to include offerings in technical areas.

Active Directory Working Group: Sanford reported that the group had not met.

4. **New Business:**

ITC Meeting Time Change: Quarles stated that the 2nd Tuesday of each month from 2:00 to 4:00 seemed to be the best option for a new IT Council meeting time. A motion was made to approve the new time and the motion was carried (one opposed, one abstained). Discussion ensued regarding the time change. Sanford would only be available every other meeting and will send a proxy on the meetings he could not attend. The next meeting will be on December 10th, 2002. SBS 405 will remain the location for the IT Council meetings.

5. **Announcements:**

AC Lab OS Upgrades: Hendricks distributed a handout on the AC Lab migration to OS 10 and Office XP. He reviewed the benefits of the lab upgrades noting that it would also help meet authentication goals. Hendricks told the Council that AC was very interested in getting input from the ITC members. He reviewed areas that needed evaluating including textbook software. He stressed the need for uniformity. Coordination with other areas such as smart classrooms would be advised. Hendricks noted that performance problems with Virtual PC were being addressed. Wilson was working with Apple Computer to solve the problems. He expected that a policy decision would be forthcoming from Wilson and Cannon. Discussion ensued regarding LDAP and authentication and Hendricks recommended that a working group address authentication issues. After a brief discussion a motion was made to have the Desktop Support Group look at OS migration and LDAP. A motion was made and carried (Sanford/Van Duzer). Mark Hendricks and Phil Hooker will be added to the working group and Peter Johnson would be invited to the next working group meeting. Bradley asked that he be included in any meetings dealing with directories and LDAP.

TNS Report: The Council briefly discussed the DHCP downtime. Garcia noted that the network appliance survey would be going out shortly. Garcia reviewed the campus upgrades (handout). He noted that there were several areas that still have local talk. TNS needs feedback on these users. Garcia asked that ITCs responsible for these areas email netops and let them know if these are still needed. Areas are still being billed and many are not being used. Garcia asked Council members for feedback on any thoughts, concerns, issues they may have with moving printers to the private address area for security and IP space. He noted that comments would be brought back to TNS. A brief discussion ensued.

6. **Discussion/Action Items:**

Newweb: Ken Thrift announced that "newweb" (ES40) would be the replacement machine for sorrel and that it was ready for testing. He encouraged the Council to test the new server extensively. He instructed the Council on accessing newweb. Thrift stated that the cut over would take place on December 20, 2002. He noted that notification would be sent out to the Council. He noted that he would also send out the new machine configurations. All protected directories would be moved to HT access (Apache). Thrift told the Council that the new machine will be the primary registration machine beginning Monday and that it had been used for HOP. He noted that the email address is newweb@humboldt.edu. Discussion ensued regarding the new machine and the cut over.

"White Paper": Garcia noted that TNS was working with the ITRP Group who is designing a network management system for the campus that could provide views into the network showing what is going on. Garcia reported that testing was still scheduled for December. He stated that he would follow up on the status of the white paper and would send a response to Quarles who will notify the Council by way of an email. Shellhase commented that testing before the white paper seemed in bad form; that the white paper should come before the testing. Garcia will get a response to the group.

Events Calendar: Matt Koelling reported that the events and activities calendar was back up.

CATS: Van Duzer reported that the CATS Conference would be take place in Chico in March. She noted that those interested in presenting should submit a proposal. She also noted that she had the URL if anyone needed it.

Quarles reminded the Council that there would be four sponsored participants. Those interested in going should check on department funding. For sponsored attendance a proposal should be submitted to Quarles, voted on, and forwarded to Cannon for final selection. He also noted that presenting at CATS was not a guarantee for a sponsorship.

7. **Adjournment:** (Bradley/Garcia)12:10 P.M.