

## **Information Technology Council**

### Humboldt State University

Meeting Notes for: March 14, 2002 from 10:00 A.M. to 12:00 P.M.  
SBS 405

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

Others Present: Bill Cannon (ITS), Lawrence Williams (as proxy for Katherine Granfield),  
Justin Loch (as proxy for Megan McKenzie), Molly Simpson (recorder)

**1. Approval of the Minutes** - February 14, 2002 minutes were approved as amended (Sanford/Bradley).

**2. Report Items:**

**Network Advisory Group:** Garcia reported that the group had met and discussed naming conventions and the future of AppleTalk. Hendricks noted that the group was working with TNS to replace the old Local Talk equipment (which is failing) with a seed router.

**Desktop Support Working Group:** Sanford stated that he had nothing to report from this group at this time. He told the Council that group plans to meet with Cannon to discuss the RUDS model at a future meeting.

Cannon told the Council that some reorganization had taken place within ITS. He reported the implementation of the Executive Support Services Group that will report directly to him. The new group will provide continuing support as well as new services development from ITS. Sandy Camozzi will be the ITC support for the group and will be charged with pulling together an overall support philosophy for end users. He noted that she would be very active in the Desktop Support Working Group. He also noted that others in this new group are Heather Tierney - Information Security Coordinator, Donna Smith - Executive Communications Analyst, and Molly Simpson who will continue as front office support.

**Working Group on Assistive Technologies:** Walker reported that Tex and Takao met and discussed the Outspoken Alva product on the Macintosh platform. Tex noted that RJ Wilson was concerned about spending \$5,000.00 for a software product that was ineffective, and could only be useful in a minimum capacity for no longer than a year. She stated that he was in favor of trying to get our money back. Tex reported that she

had discussed this with McFarland who agreed to go with Wilson's recommendation. Tex stated that she would be contacting Many Ann Evans in Purchasing in regards to getting a refund from the vendor. Walker noted that Outspoken was currently the only option for voice output on the Macintosh platform. Walker also noted that the groups research in this area would continue. Cannon suggested that Tex and/or the working group document the decision process and forward it to McFarland.

**Common Software Acquisition Group:** Sanford noted that the group had met and discussed possibly reviewing MeetingMaker. He also asked the IT Council if they had anything else they wanted the group to look at this time. Riley noted other groups such as State-Wide Academic Technology (SWAT) were looking at bulk buys and other similar issues as the working group. Cannon stated that the current CSU process to survey Macromedia needs system-wide is ineffective and inaccurate, noting that he would not sign off on any commitment at this time. He also indicated that the campus may have to work with a bulk buy campus-wide rather than system-wide.

**Working Group on Web Access:** Shellhase reported that the group had met and was currently working on a draft that Tex started. They discussed the possibility of having an educational campaign program to introduce campus-wide accessibility. The group decided that Fall 2002 would be a reasonable time to make the effort. He noted that Andrew Jones' office was currently working on compiling a contact list of web responsible people throughout the campus. He also noted that BOBBY would no longer be free. He also stated the group had discussed whether or not BOBBY would be considered a common software or not. He noted that the group had also discussed Dream Weaver and developing a campus standard. Any group recommendations to this regard would be forwarded to the Common Software Acquisition Group. He reported that Jones' office had purchased the Beyond Alt Text report/copyright on making web design easy for users with disabilities. Jones will be sending out a message that this report is available on our campus. Walker noted that some portions of BOBBY were still free and that there were some other auditing tools available. Shellhase stated that the education awareness process was the key focus of the working group at this time.

**Professional Development Group:** Van Duzer reported on the group's last meeting. She noted that they had come up with a working definition of professional development and that the group was requesting feedback from ITC members. Van Duzer asked the Council if she should send this survey request to anyone outside of the ITC listserv. The Council agreed that sending it to ITC members was enough. She requested that all feedback be received by March 28, 2002.

Quarles asked that the Council members take the time to read and submit responses to Van Duzer by the deadline.

### 3. Discussion/Action Items/Announcements:

Quarles introduced Andrea Schwandt-Arbogast from the Courseware Development Center.

**Report from Bill Cannon:** Cannon reported that the 2002 Technology Plan had been approved and that the final version was posted.

Cannon reported on the TII project, stating that HSU was currently reviewing the 90% level on the working drawings and that any changes at this point would result in a \$10,000.00 change order fee. Cannon noted that there are a number of generic network services such as mail servers throughout the campus and that TNS needs to know about these. He stressed the need to keep TNS informed in order to accommodate, adjust, or change new and existing services. The Council discussed high tech room criteria as well as information and issues pertaining to the TII project.

Cannon reported on CSU items. He stated that while he had not yet received official notification, it was his understanding the Chancellor's Office has made a commitment to buy the PeopleSoft portal. He also stated that they had also made the commitment to bill the University for its portion of that total license cost. Cannon noted that he would need to meet with Steve Heck (CMS) and Sean Kearns (Public Communications) to discuss the implications to our campus.

He noted two new assignments to CMS project. In addition to their current responsibilities, Alan Lutje will be in the position of PeopleSoft Administrator and Mike Bradley will be the campus TUG representative.

He told the Council that HSU would be sending representation to the Academic Technology Planning meeting in April.

A brief discussion on the PeopleSoft portal ensued.

**New Group:** Sanford noted the a group of IT Council members had been meeting to discuss active directory issues. He stated that they would like to be formalized as a working group. He briefly discussed the mission of this group, noting the focus would be continued use of current Windows version on servers as domain controllers. He noted that membership would include Pat Collins, Ryan Grace, and anyone else interested in joining. Cannon stated that Mike Bradley should be included in this group as well. The Council discussed options for what the working group should be called. A motion was passed to form a Windows 2000 Domain Controller working group (Sanford/Bradley). Discussion ensued on the appropriate name for this working group. The Council passed a motion to form the group as the working group on Domain Controllers. Williams expressed interest in being a part of this new working group. Sanford stated that the group would bring a mission statement and formal monthly meeting schedule to the next ITC meeting.

**CATS 2002:** Van Duzer reminded the Council that the CATS 2002 conference would be taking place in Fresno on March 25<sup>th</sup> through March 27<sup>th</sup>. Quarles noted that participants should bring a written summary back to the IT Council.

**Photoshop 7.0:** Quarles announced that Photoshop 7.0 prices would be out soon.

**DELL:** Cannon announced that Dell representatives would be on campus March 25<sup>th</sup>. He stated that a formal message with meeting time and location would be sent out. He also stated that the agenda was on quality of service and that anyone with service issues should try to attend.

**Adjournment:** 11:20