

Information Technology Council

Humboldt State University

Meeting Notes for: May 9, 2002 from 10:00 A.M. to 12:00 P.M.
SBS 405

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

Others Present: Bill Cannon (ITS), Dave Simpson (ITS), Linda Thompson (Bookstore), Justin Loch (as proxy for Megan McKenzie), Cassandra Tex (SDRC)

1. **Approval of the Minutes** - April 11, 2002 minutes were approved as amended (Shellhase/Bradley)

2. **Report Items:**

Network Advisory Group: Garcia reported that the group had discussed AppleTalk. He noted that he wanted to distribute a list of modifications, additions, and deletions for the review. He stated that the campus would be moving to a Cisco seed router to replace antiquated equipment which should improve services. He reported that TNS was currently working on a project to provide ethernet services to areas that are currently serviced by LocalTalk alone. Hendricks reviewed the group's recommendations for campus host naming. The group distributed a copy of the minutes from the April NAG meeting detailing the discussion on AppleTalk and the recommended host naming conventions. He asked that the group's formal recommendation be added as an agenda item at the June 13, 2002 meeting. Additionally, he asked to have AppleTalk zones on the next agenda.

Desktop Support Working Group: Sanford reported that the group had met with Cannon. He noted that the group was working on a draft for a desktop support model.

Working Group on Assistive Technologies: Walker reported that the group would be meeting the following week. He also reported that Takao had forwarded information on using key server for JAWS licensing to the group. Tex stated that anyone interested in seeing some of the assisted technologies in the lab should call her at extension 5398.

Common Software Acquisition Group: Hendricks distributed a summary and reported on the group's review of MeetingMaker, Corporate Time, and Microsoft Exchange. The group recommended staying with MeetingMaker due to the low cost impact to campus as well as saving time and money. Hendricks made a motion to accept MeetingMaker as the client for the next year. The motion was passed (Hendricks/Sanford).

Cannon stated that contracts were in place with Macromedia. He stated that he would forward the contracts to the group and with the approval of the group he would also forward a copy to Linda Thompson at the bookstore. The group agreed.

Thompson stated that she would work with Bradley to add Adobe to CD Tower. Thompson stated that she would notify Quarles once this was in place. Quarles would forward the information on to the IT Council. Thompson noted that this would only be accessible to people who have paid for maintenance. Van Duzer suggested that the group come up with a list of potential software to be reviewed by SWAT. The group agreed to bring a list back to the IT Council. The final list would go to Sandy Camozzi who is the HSU campus representative for SWAT. Bradley noted that the order had been placed to extend the Norton Anti-Virus software for two years.

Working Group on Web: Shellhase reported that the group had met. The group discussed plans for an awareness campaign to take place in fall. The group would be working on this over the summer.

Quarles stated that Andrew Jones' work in identifying and creating a list of all web developers on campus would give us a target audience to send information and to also invite them to participate in the awareness campaign.

Quarles also noted that the group was looking into a keynote speaker and the costs associated with that. The target date for the campaign is the third week of October. In addition to a keynote speaker, the group planned to have presentations by people on campus, assistive technology displays, etc.

Walker noted that financial assistance could be available for promoting the event. He stated that he would talk to the Vice President of Student Affairs to see what help was available. Walker also stated that he had contacted Marilyn Paik-Nicely regarding Multicultural Center support of the campaign. He hoped to meet with her again.

Cannon asked if the Clubs Office was included in the list. He emphasized that this office was a large part of campus life and should be included.

Professional Development Group: Granfield reported that the group had met and discussed the list of IT professionals. The list was intended for working group purposes, however it may serve other purposes in the future. She stated that the group had received numerous comments regarding the list. Quarles noted that most comments focused on who should be on the list and who should not be on the list. Cannon noted that the list will be useful in terms of TII, CMS, desktop support, and training. He noted that the list should be as inclusive as possible without including the

entire campus. Discussion ensued regarding the list and who should be included. Quarles noted that all comments will be taken into consideration as the group further develops the list.

Granfield noted that the group agreed to begin to draft a template of the Professional Development Plan.

Active Directory Working Group: Sanford stated that the group had nothing to report at this time. The group is currently meeting on a weekly basis.

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

Report from Bill Cannon: Cannon reported that the meta directory project being done by the CSU has been put on hold. The Network Technology Alliance has been assigned the task of defining middleware in the new CSU environment and to come up with a plan for selection and implementation.

Cannon reported that the appropriate ITS staff received training in PeopleSoft security administration. He stated that because of the complexity of the PeopleSoft security environment, he had directed staff begin working on installing an LDAP server immediately. Initially this project will be specific to CMS and related topics. He noted that the UIS office would be putting in the new LDAP server for CMS. Initially it will also include Banner and possibly other areas such as authentication services. He stated that the campus would be bringing in on-site consultants from Oracle to help UIS design and scope the LDAP project. Cannon also stated that Novell would be coming to campus to meet with Steve Heck and himself.

Cannon reported that ITS had recently ordered a replacement for Sorrel. He stated that the new server would come up as the new campus web server. The old machine will be used as a back-up. The new Sorrel should be up sometime over summer.

Cannon noted that the PeopleSoft portal was coming soon. Also, HSU is part of a consortium that is looking at the design of data warehouse in the CSU.

The campus has 19 Oracle consulting days which will be used to scope and plan. If any consulting time remains it could be used to address concerns from the Active Directory group regarding the Win2K domain controller issues.

Cannon announced that the annual survey should be ready for release by the end of the following week. He noted that he and Quarles had attended the Academic Technology meeting. Each campus was asked to identify its goals. Distance Education was the main goal for HSU however, at the start of the meeting the keynote speaker stated that the one area that would not be discussed at the conference was distance education. CSIT, under Betsy Watson's leadership, would like to develop an academic technology support plan which would include defining our goals in distance education and what approach to take. Additionally, the committee will go back into the existing Technology plan and add the text contained in the 2000 plan. CSIT will be creating a plan for instructional support.

Cannon stated that a report would be coming out in June regarding where the CSU stands with MicroSoft. Cannon noted that California is one of the nine states that did not sign on to the federal government settlement with MicroSoft.

New Business: Garcia reported that TNS would have outage information available via web page. The page would also contain a log of past outages. Garcia will send the URL to Quarles when it is available. A brief discussion ensued regarding outage notification.

The Council discussed meeting during the summer months and agreed to meet only in June.

Adjournment: 11:45 A.M. (Garcia/Hendricks)