

University of Utah
Information Technology Council
Executive Committee
June 10, 2004
THE MINUTES

Attendees (or Representatives):

Ed Barbanell, Paul Brinkman, Norman Chambers, Suzanne Darais, Rod Daughetee, Julio Facelli, Tom Fuller, Paul Haanstad, Kay Harward, Steve Hess, Dave Huth, Bill Jahsman, Phil Johnson, Lisa Kuhn, Nancy Lombardo, Jim Livingston, Laurie MacMillan, Wayne McCormack, Clifton McIntosh, Sarah Michalak, Paula Millington, Grant Moulton, Gary Rasmussen, Steve Reynolds, Paul Simmons, Joe Taylor, Kevin Taylor, Daniel Trentman, Jeff West, Chuck Wight, Mark Woodland

I. Welcome – Sarah Michalak

II. Minutes for April 8, 2004, were reviewed and approved.

III. Direct Deposit / Electronic Advice – Jeff West

It is proposed the every employee have their pay directly deposited into a bank account on pay day. Currently there are 3,000 to 3,500 employees who receive paper checks. The costs associated with paper payroll checks are considerable in employee time and check stock. ITC members are asked to approve a program designed to enroll as many employees as possible on direct deposit. This proposal will save the University a considerable sum of money, Tab 4 is a survey of costs saving of direct deposit. ITC members discussed employee issues and cost savings and approved the proposal if it is amended to work toward minimizing the number of employees receiving paper checks rather than eliminating them entirely and asked Jeff to return to update the council at the program mid-point.

IV. Health Sciences Presentation – Larry Dew

School of Medicine is implementing a financial management system, UMS. The system has successfully operated for two years in one of the School of Medicine departments. For the system to be fully effective it needs to interface with PeopleSoft for PAN and General Ledger data. ACS is currently working on a project to deliver PeopleSoft data objects to HSC ITS data warehouse to support hospital data processing and applications. This is an informational item for ITC, no action is required, additional information can be located in Tab 5.

V Anti-Plagiarism - Chuck Wight

Some of the colleges at the University are interested in acquiring an anti-plagiarism service. The Academic Senate has also approved a resolution to participate in a plagiarism service that will allow faculty to submit student writing to be checked for possible plagiarism. The proposal to ITC is to approve the expenditure of approximately \$15,000 a year to subscribe to this service to participate in the anti plagiarism system. Council members discussed who will manage the software and security of teacher /student information and other concerns. Proposal was approved.

VI. Campus Wireless – Nancy Lombardo for Wayne Peay

A technology and framework policy was approved at the last ITC meeting; Nancy updated the council members on the latest activities of the wireless committee. The map included in Tab 7

shows the results of the campus wireless access points survey that was completed recently, on the map green is unencrypted and red is encrypted. The committee continues to set goals for campus coverage and finding the means for meeting the goals. Wireless users and council members can access Wireless@utah.edu for wireless help and access information.

VIII. Instructional Computing Program Budget – Steve Hess

Budget information for the FY 2004-2005 Instructional Computing Program Budget is provided under Tab 8. The budget shows all categories and is basically the same as last year, except for the increases showing for Library, College, Systems and Wireless. Student Lab spending was approved at the April ITC meeting. Council members are asked to review and approve the budget. Budget as written was approved by the council.

VIII. Cell Phone Audit-Ability – Steve Hess

While reviewing the Cell Phone RFP the committee has come to believe that a multiple vendor environment might be best for the university. Not all vendors offer the same option packages and long distance plans. Steve also discussed the committee findings that the Internal Audit group regularly finds problems with cell phone usage (personal vs. business usage tracking). Some departments are tracking cell phone plans and accountability well while other departments struggle. Council members discussed the direction of the Cell Phone Committee findings and ideas and they have charged Steve to following through with vendor plans and programs and bring updates to the next ITC meetings.

IX. Video on Demand – Steve Hess

There will be increased demand in the near future for transporting video on our networks. It is recommended that a committee of stakeholders be formed to ensure successful roll-out. Proposal was approved. Steve asked for suggestion for committee members.

X. National Lambda Rail - Steve Hess

Information in Tab 11 outlines the definition and progress of the National Lambda Rail (NLR) and the University's participation through May 20th, 2004. This is an informational item for the council members.

XI. VP report – Steve Hess

* Knowledge management – The committee met yesterday, Steve circulated a handed-out to council members containing topics and items discussed at the meeting.

* The Next Generation Voice committee is almost finished with the RFP process; a report will be completed and submitted to purchasing. If all goes well, implementation could begin this summer.

* Email RFP – responses from vendors are expected on the 17th of June, there are a couple of groups that will be reviewing the responses. Selection expected in approx. 30 days.

* Digital Locker – there have been some glitches but Novell has been working with us to find a solution.

* Backbone upgrade – The work has begun and the first phase will be complete by the end of this fiscal year.

Meeting Adjourned

**Next Meeting is scheduled for August 12, 2004
At 12:00 Noon in the Dumke Board Room of the Eccles Broadcast Center**