

ITC  
August 11, 2005

University of Utah  
Information Technology Council  
Executive Committee  
June 9, 2005  
THE MINUTES

Attendees (or Representatives):

Cathy Anderson, Lisa Arbon Tagge, Ed Barbanell, David Blackburn, Tina Burton, Paul Brinkman, Tom Cheatham, Al Davis, Julio Facelli, Tom Fuller, Chuck Grissom, Kay Harward, Steve Hess, Dave Huth, Hayl Kephart, Lisa Kuhn, Helen Lacy, Jim Livingston, Gary Levy, Laurie MacMillan, Paula Millington, Grant Moulton, Tony Murillo, Wayne Peay, Steve Reynolds, Joe Taylor, Kevin Taylor, Daniel Trentman, Pete van der Have, Chuck Wight, Mark Woodland, Joanne Yaffe Kjosness

- I. Welcome and Introductions – Steve Hess
- II. Minutes for April 14, 2005, were reviewed and approved.
- III. Instructional Computing / Final Budget – Steve Hess

The Instructional Computing Program budget for FY 2006 was reviewed by the council members. Additional information for the members is included under Tab 23. It is recommended that ITC review and approve the proposed budget. Council members approved the recommendation.

- IV. Fundraising and Donor Relations Software – Tina Burton, Hayl Kephart and Tom Fuller

An update on the software implementation was outlined for the council members. The process to acquire new software was initiated 2003, and Scott Mietchen presented an executive summary of the data gathering and decision making processes used to select a vendor at the December 2003 ITC meeting. Vendor bids were received and several campus organizations were involved in the selection process. Implementation was scheduled but the product didn't perform as planned and two products will be used instead of one. Training sessions will coincide with software implementation. Implementation is scheduled for this summer. This is an information item.

- V. Protection of Sensitive Personal Information – Steve Hess

There are increasing reports of losses of personal information in college and private sectors. Educause has reported several security events since September 2004, some of which are included under Tab 25. The Office of IT proposes the draft letter under Tab 25 be reviewed by the ITC members for distribution to all University employees regarding Information Security. Dave Pershing and Lorris Betz have approved distribution of the letter. The council members reviewed and approved distribution of the Information Security letter.

- VI. Campus Wireless, Email and Student Portal Updates

Campus Wireless – Dave Huth

The wireless effort is moving forward with the WANA replacement project. Perfigo hardware has been purchased and testing is underway, results of which will indicate whether ANA will also be replaced.

#### Email Project – Dave Huth

The new Email system is still in the testing phase. Some additional hardware has been ordered for the testing process and the designs will be reviewed at the next ITAC meeting. It appears as though approximately 48 servers will be installed at two sites on campus, for failure prevention; and that four or five people will be needed to take care of the systems. Departments and colleges will not be forced to use the new system nor will task force money currently received by departments be diverted for the project.

#### My.Utah.edu Student Portal - Paula Millington

In March 2005 My.Utah.edu student portal was rolled out, already there are 16,000 unique users. More than 6,800 survey responses have been received and vast majority are positive. Students are now asking for additional access to scholarship info, more department info, teacher websites, grades, loans, activities, events on campus, OSL, and the ability to publish their own web pages. The staff and faculty portal will be addressed next and we will move forward with that quickly when the new email system comes on line. See Tab 26 for additional information. These are informational items. No action is required

#### VII. Marriott Library Renovation and IT Impacts – Steve Hess for Gary Rasmussen

Library remodeling is underway and IP impacts will be addressed as they arise. Gary Rasmussen will report on the Library remodeling stages at the next meeting. Joyce Ogburn has been selected as the new library director; her first day will be September 1<sup>st</sup>.

#### VIII. Campus IT Strategic Plan – Kevin Taylor

Significant strides toward the goals outlined in the FY2005Campus Integrated Information Technology Plan have been accomplished. The document under Tab 28 includes a snap shot of the progress of activities currently underway, and when tasks have been completed. The institutional data management policy effort has focused on processes rather than policy base. IT managers group was reorganized and is now led by a board elected by the IT managers.

OIT will begin preparing the FY2006 plan for a draft presentation at the August ITC meeting.

It is recommended that ITC members forward recommendations and alterations to the Campus IT plan to Kevin Taylor.

#### IX. Associate VP Report – Steve Hess

##### Knowledge Management

The committee has been tasked with identifying sources of information on campus and to determine the correct methods to store and retrieve that information. The Committee is studying potential knowledge management systems including systems currently operating on campus.

##### Video on Demand

The committee was unable to meet before the ITC meeting but will meet in the next two weeks. They will report at the next ITC in August.

Meeting adjourned

Next Meeting is scheduled August 11, 2005  
At 12:00 Noon in the Dumke Board Room of the Eccles Broadcast Center