

University of Utah  
Information Technology Council  
Executive Committee  
October 19, 2006

THE MINUTES

Attendees (Guests or Representatives):

Cathy Anderson, Lisa Arbon-Tagge, Kenning Arlitsch, Mark Bergstrom, David Blackburn, Paul Brinkman, Dean Church, Julio Facelli, Tom Fuller, Carole Gassert, Chuck Hansen, Eric Hawley, Steve Hess, Dave Huth, Phil Johnson, Hayl Kephart, Lisa Kuhn, Helen Lacy, Marie Larsen, Jim Livingston, Laurie MacMillan, Paula Millington, Joyce Mitchell, Bryan Morris, Larry Okun, Brent Park, Wayne Peay, Rita Reusch, Antonio Serrato-Combe, Joe Taylor, Kevin Taylor, Chad Thurman, Daniel Trentman, Jeff West, Robert White, Dave Zemmels

- I. Welcome and Introductions – Steve Hess (Wayne McCormack excused)
- II. Minutes for August 24, 2006, were reviewed and approved.
- III. Campus Strategic IT Plan – Steve Hess and Kevin Taylor

A draft of the Campus Strategic IT Plan was presented at the August ITC meeting. The council members were asked to review the plan and provide input for changes. The document under Tab 24 is the updated version.

Steve Hess reviewed Executive Summary with Council members, emphasizing the scope of the IT Plan. Kevin Taylor reviewed the differences between past versions of the IT Plan and current IT Plan.

It was suggested that “Distance Learning” be an issue that ITC become involved in and will be added to December meeting agenda.

Action: It is recommend that ITC approve the Campus IT Strategic Plan as presented and continue to offer revisions as the needs of the campus change. Recommendation was approved.

- IV. Budgeting System Update – Cathy Anderson

Representatives from the University Health Care, the School of Medicine and Campus Finance have participated in a process to select a comprehensive budgeting system that will meet the majority of the needs across campus. The project is moving forward with some start-up dates in the near future.

This is an informational item. No action is required at this time.

- V. Council of Data Stewards

Guiding Principles for Institutional Data Management Policy – Kevin Taylor for Chuck Wight

During the Data Steward Council meetings the members have focused on Institutional Data Management and Access Policy. Assignments were given to clarify definitions of Institutional Data and to develop guiding principles upon which the Institutional Data Management Policy would be built. Section IV and V of the document under Tab 26 provide a basic definition and outline the guiding principles. Council members discussed the draft of the guiding principles and expressed the desire for more definition in the policy regarding a master list that states which documents are “official”. Council members also want the policy to define accessibility of documents.

It is proposed that ITC approve the definition and principles outlined in the draft Institutional Data Management and Access Policy. Proposal: approve the definition and principle outlined in the draft. IT Council suggestions and questions will be taken back to the Data Steward council and this topic will be discussed at the December ITC meeting.

## VI. Network Infrastructure Upgrades and Future Planning – Bryan Morris

At a previous ITC meeting, the 2003-04 Network Infrastructure plan was presented and Council members were given information regarding upgrade strategies for reliability and equipment updates and maintenance. Most of those goals outlined during the presentation have been met. We are on the 4<sup>th</sup> year of the 4 year plan to upgrade the campus backbone network. Bryan Morris summarized the improvements that have been completed to date and those that are planned or in process for FY07. Under the direction of ITC and ITAC, a plan will be developed to address the next three to five years.

This is an information item. No action is required at this time.

## VII. Student Computing Advisory Committee – Steve Hess

Robert Kessler has agreed to assume the responsibilities as chair of the Student Computing Advisory Committee. Robert and the committee would like the ITC members to provide input on the application forms and process currently used by the committee to award Student Computing Funds. The application form that has been used in previous years can be viewed under Tab 28. Action: Please provide input as to changes that may be required in the SCAC process for FY08.

## VIII. Project Reports

### Distributed Antenna System – Kevin Taylor

The Distributed Antenna project moving forward very well and the placement of antennae is being worked on. There has been a bump on the Hospital Services antenna placements; Sprint is resistant to the plan and is playing hard ball, negotiations are ongoing. Hospital Services coverage is planned for the next 6 weeks, using the Marriott Hotel site.

### UMail – Dave Huth

Hospital Services will be cutting over to UMail/Outlook in January 2007. Other projects are lined up and are going forward.

### Portal / Content Management – Paula Millington

Portal projects are going well; have moved to Vignette vendor and the product has worked well. There are five content management projects currently being worked on.

### University Home Page – Paula Millington

Paula demonstrated a draft of the new University of Utah home page. The Council members discussed the draft and gave input for appearance and content. Additional development and trials will be conducted before the new home page is released.

## IX. ITC Chair Position – Steve Hess

Wayne McCormack has elected to step down for the Chair position of ITC. IT Council members are asked to give input on selection process and to also to submit names for a new chair person. Traditionally a faculty member has been the chair although all nominees will be considered for selection. Please submit names to Steve Hess or Kevin Taylor. This will be an agenda item at the December ITC meeting.

## X. VP Report – Steve Hess

Due to time restraints this topic will be discussed at the next meeting.

Meeting Adjourned

Next Meeting is scheduled for December 14, 2006  
At 12:00 Noon in the Dumke Board Room of the Eccles Broadcast Center