

University of Utah
Information Technology Council
Executive Committee

August 14, 2008

THE MINUTES

Council Members or Representatives in Attendance:

Cathy Anderson, Kenning Arlitsch, Mark Bergstrom, Andy Black, David Blackburn, Norm Chambers, Steve Corbato, Clif Drew, Tim Ebner, Demian Hanks, Chuck Hansen, Julia Harrison, Steve Hess, Dave Huth, Phil Johnson, Chris Kidd, Lisa Kuhn, Helen Lacy, Jim Livingston, Nancy Lombardo, Roxanne Mashburn, Wayne McCormack, Paula Millington, Ken Nye, Brent Park, Jim Parker, Rita Reusch, Joe Taylor, Kevin Taylor, Jim Turnbull, Jeffrey West, Robert Wright, Mark Woodland, Joanne Yaffe

Guests and Other Attendees:

Dave Adams, Craig Bennion, Paul Burrows, Brent Elieson, Pam Mollner, Bryan Morris, Caprice Post, Mindy Tueller, Judy Yeates

I: Introductions and Welcome – Steve Hess (Joyce Mitchell excused)

II: Approval of the Minutes – June 12, 2008 Minutes – Approved

III: University Broadcast Network – Mark Woodland

University Broadcast Network (UBN) takes advantage of Display and Alert Network (DAN) which is software that was developed by personnel in the College of Law. UBN provides unified campus-wide emergency notification and will provide a forum to advertise college and university messages to student at no cost. Commercial advertising will pay and advertising sales will pay for hardware, software installation and O & M. Sales will also provide revenue to the sponsoring entity and to the University for a General Scholarship Fund. Each installation provides the University with 18 minutes per hour for institutional messaging. Advertisers will be screened on the same criteria used for the Chronicle. While President Young and the Cabinet are recommending participation, colleges and departments have the option to participate but are not required to do so. Anti-theft measures will be used when mounting the monitors, and maintenance and/or replacement is built in and at no cost to the University. This is a discussion item. No action is required at this time.

IV: Revised Institutional Data Policy – Kevin Taylor

At the April 2007 ITC meeting council members approved a revision of the original Institutional Data Policy (IDP), since that time we have operated as though the policy were officially included in the Public Policy Manual (PPM). Adding the IDM to the official

PPM was postponed because Human Resources and the Office of the General Council were in the process of changing the format of the PPM. The PPM format changes will be introduced to campus at the start of the fall semester. The new format encourages that policies containing principles around which rules, procedures, guidelines and forms can be attached. Procedures and guidelines can be changed depending on campus needs and technology changes without completely rewriting the policy. This change makes sense for the IT policy which is particularly subject to changes in technology and use thereof.

It is proposed that the revised/reformatted Institutional Data and Information Management and Access Policy be approved and advanced through the formal approval process. Recommendation was approved.

V: Filtering Open Wireless Networks – Steve Hess

The Hotspot wireless network is available everywhere on campus that OIT provides wireless services. It is an open and unauthenticated, unencrypted network and therefore it is subject to criticism because it is a means of offering unrestricted internet access to minors who visit the campus for various functions and who might use it for purposes that may be considered inappropriate for minors. It has been recommended to the OIT that some categories of the Hotspot access be filtered to prevent inappropriate access by minors. OIT could order and install the filtering system 8E6 which is currently being used by UEN for internet services for Public Education K-12. 8E6 could be installed in a test environment with the participation of IT staff from around campus.

Council members discussed filtering of the Hotspot wireless network at length and determined that this council may not be the best group to make the determination on filtering the Hotspot wireless network and suggested that possibly the Board of Trustees or Academic council should review this topic and decide on the appropriate action.

This is a discussion item. No action is required at this time.

VI: Information Security and Privacy Policy Framework – Chris Kidd

This topic was introduced during the June 2008 ITC meeting, ITC members were asked to review the materials presented at the June meeting. The ISO 27000 was introduced as a series of guidelines which are considered to be the international standards for information security. The proposal is to adopt a campus wide standard with a first year focus on training and assessment: specifically to posting the guidelines as a best practice reference for IT Administrators; to train IT Administrators and others on what the ISO 27000 series guidelines are and assisting colleges and departments in performing a self assessment. Follow the self assessments the responses will be aggregated and analyzed.

It is recommended that ITC approve adoption of the ISO 27000 as a general set of guidelines to be used to (a) assist colleges and departments in assessing their security practices and (b) develop the FY2010 strategic plan. The recommendation was approved with recommended wording changes.

VII: Content Management – Paula Millington

Paula presented information from a meeting held recently with Dave Pershing, Paul Brinkman and Steve Hess relating to Faculty Information and Data Bases, and Faculty Activity Report capabilities progress was reviewed. Paula updated council members on the progress being made in the areas. Website progress is being made and additional capability will be working this fall that will enable additional colleges to participate. Additional information was presented regarding the ability of faculty to access their own web page. Paula also updated council members on the working group that has been formed to address enterprise faculty data which can be used to create faculty profiles, activity reports and the ability for faculty to share research with each other easily.

This is a discussion item. No action is required at this time.

VIII: Portfolio Management Update– Joe Taylor

The project continues to move forward rapidly. The object is to gain order and the ability to prioritize projects; organize finances and budgets; inform administration of activities and how the activities will affect the university. Plan View training workshops have been organized to begin in September and dates are set to begin the Score Card processes and by October 30th all Portfolio Committees should be organized and work. Committee and chairs are:

User and Workplace Experience – Kevin Taylor

Information and Knowledge Management – Steve Hess

Staff – Phil Johnson

Finance – Jeff West

Student – Tim Ebner

Faculty – Paul Brinkman

Academic – Chuck White

Auxiliary / Other – Norm Chambers

Cyber-infrastructure – Steve Corbato

Infrastructure – Jim Livingston

Additional timeline and next step information can be viewed under this item number.

This is a discussion item. No action is required at this time.

IX: Campus Directory / Central Identity Store Update– Dave Huth

The University has deployed federation technology and has launched an application enabled through the InCommon federation, a group of 65 universities and 30 other organizations. The application allows students at the University to download software using their uNID. We are now able to easily share institutional data and support applications provided by members of the InCommon.

A campus-wide Active Directory has been deployed that can serve Departments who are willing to use uNID as their departmental login ID. The Active Directory was

implemented to support the Hospital's new file storage environment and is now capable of meeting general campus authentication needs.

ACS is currently in a test phase of Web single sign on, the test environment allows users to sign on once and access all ACS supported applications including. Additional testing will begin soon using additional vendor support.

Investigation is still in progress in an effort to simplify the password experience for users with PeopleSoft roles.

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

X: Data Center Update – Jim Livingston

The build-out of the recently purchased Coca Cola bottling plant as a data center and storage facility is moving forward with two separate projects. The design and build-out of the data center is headed by Dave Huth. The team has met several times and has developed a list of requirements for the data center. Half day briefings will be held with IBM, SBS and HP to discuss data centers of the future which will help to determine final design plans. Once the briefings are complete we will select a vendor who will help to develop a Statement of Requirements and schematics that can be used for the RFP process to find a firm for the actual design and build-out.

The second Data Center design project is the build-out of 25,000 square feet of the building for paper medical record storage for University Health Care. This portion of the design is time driven and must be completed by April 1, 2009 to meet the date when the current storage facility contract expires. Jim Livingston leads the committee working on this piece of the Data Center design project.

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

XI: Strategic Plan Review – Steve Hess

A document of high level review is included in the meeting materials for the council members. The Strategic Plan includes accomplishments and status of elements for this past year. The ITEC will meet on August 22nd to prepare the strategic plan for fiscal year 2009. Members are asked to contact Steve Hess or Kevin Taylor with feedback.

It is proposed that ITC members provide suggestions for strategic projects to be included in the FY09 Strategic Plan. Proposal approved

Meeting Adjourned.