

University of Utah
Information Technology Council

December 11, 2008

THE MINUTES

Council Members in Attendance

Cathy Anderson, Kenning Arlitsch, David Blackburn, Paul Brinkman, Norm Chambers, Tim Ebner, Julio Facelli, Steve Hess, Dave Huth, Lisa Kuhn, Helen Lacy, Jim Livingston, Nancy Lombardo, Roxanne Mashburn, Paula Millington, Joyce Mitchell, Ken Nye, Joyce Ogburn, Larry Okun, Jim Parker, Brent Schneider, Antonio Serrato-Combe, Jean Shipman, Joe Taylor, Kevin Taylor, Daniel Trentman, Jeffrey West, Chuck Wight, Joanne Yaffe

Guests and Other Attendees:

Dave Adams, Theresa Ashman, Kevon Balls, Craig Bennion, Brent Brown , Steve Corbato, Ryan Fox, Brad Ledbetter, Randy Madsen, Pam Mollner, Mindy Tueller, Judy Yeates

INTRODUCTIONS AND WELCOME – STEVE HESS (FOR JOYCE MITCHELL)

I. MINUTES FOR OCTOBER 9, 2008 WERE APPROVED.

II. CIO REPORT – STEVE HESS

The 4% budget cuts affecting Higher Education mandated during the special session of State Legislature, and possible additional funding cuts were discussed with ITC members. University departments and colleges have been asked to review budgets and to make necessary cuts and adjustments where possible. Additional budget information will be available as the Legislature receives updated revenue estimates.

Tracking metrics of several major IT projects were reviewed with council members. The reports reflect general categories, the tracking activities are ongoing and do not represent final results. Council members discussed what is important to measure.

Chuck Wight reported that Instructional Computing WebCT is shifting from a campus WebCT server to the UEN managed WebCT server. Transition has been going well; UEN is providing the backend support and the TACC is providing support on the front end as well as training assistance.

Graduate School Application Process–Kevin Taylor

A committee, under the direction of Dave Chapman and Steve Hess, has met and is working on the possibility of hiring a vendor to provide a software package that will assist with the creation of a new or better Graduate School Application. A survey is going out to collect information from those who use the current application processes. The results of the survey will assist with the graduate application form process.

Cellular Coverage – Kevin Taylor

AT&T has signed a contract with the University that will increase cellular coverage for the library and health sciences area. Work with Verizon is still nearing completion and it is hoped that T-mobile will also complete negotiations. The contract with AT&T is the result of two years of hard work.

Payment Card Industry (PCI) and Institutional Data Management Policy passed the Board of Regents and are now official policies.

In the interest of cost-cutting measures the ITC lunches will be scaled back beginning the next ITC meeting in 2009.

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

III. PORTFOLIO CYBERINFRASTRUCTURE PLAN – STEVE CORBATÓ

The current draft of the Cyberinfrastructure Plan was review for the Council members; the actions initiated by the CI Council over the last six to 12 months were also highlighted. Some of those actions included a major investment into a 2000-core cluster, identification of a need for a more general capacity cluster and pursuit of a grant though NSF. A Campus CI Day is planned for February 27, 2009 which will focus on data curation and storage. Ed Seidel will be a keynote speaker. Another major part of outreach participation is the Data Center.

It is recommended that the ITC accept the draft as presented. Recommendation was approved.

IV. UTAH TRANSPARENCY ADVISORY BOARD – THERESA ASHMAN

The University is responding to the requirements of new legislation regarding public transparency of government operations. The State of Utah has provided a website where required information is to be collected. A campus subcommittee has been formed that will help determine how to respond to the legislative directive; they will also assist with what information will be input on the State website. There is a test website that can be viewed. The actual website will be in test phase by February, 2009 and will go live May 15, 2009. Many aspects of data collection and funding the necessary data collection will be reviewed extensively over the next few months.

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

V. RESEARCH PORTAL – BRENT BROWN

OSP provides help for faculty requests and manages external funds for research academic efforts and health care activity. The OSP group has investigated and begun the start up processes for a research portal to provide faculty easy access to information, and for OSP PS grant administration.

The project has been underway for about 18 months. Phase one is near completion and is at Beta Test Phase and expects to roll out by January, 2009. The next phase is under development.

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

VI. ACADEMIC COMPUTING FUNDS – STEVE HESS

The student computing budget for this year will remain flat at \$1,256,646 and the faculty computing (hardship) fund will increase from \$36,200 to \$75,625. Council members discussed the funding projections briefly.

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

VII. HIGHER EDUCATION ACT REPORTING AND DISCLOSURE REQUIRMENTS – KEVIN TAYLOR

The new Higher Education Act is very broad but does have several areas that are of interest for the Information Technology.

Emergency Response

The law requires an “immediate” emergency response and evacuation procedure. The Campus Alert System is up and running. A successful test was conducted on November 24, 2008. The test included cell phones and other electronic communication.

Copyright Infringement Policy Disclosures

Institutions will be required to make an annual disclosure that informs students that illegal distribution of copyrighted materials may subject them to criminal and civil penalties and describes the steps that institutions will take to detect and punish illegal distributions.

Institutions will be required to certify to the secretary of Education that they have developed plans to “effectively combat” the unauthorized distribution of copyrighted material.

“To the extent practicable,” institutions will be required to offer alternatives to illegal file sharing. An example would be a subscription to a legal downloading service.

Other topics of interest included in the policy

- Fire safety

- Textbook (decrease costs for students)

Federal loan code of conduct

College costs

IPEDs data reporting for new student demographics

A PDF copy of the NACUA presentation is available to interested Council members by contacting Kevin Taylor at kevin.taylor@utah.edu.

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

VIII. PRINTER / COPIER SECURITY – JIM PARKER

Many printers, copiers and scanners are equipped with hard drives that are subject to the same security/disposal requirements as other computing devices. New security devices are now available that are to be installed on older printer/copier/scanner to prevent data vulnerabilities. A letter will be sent out to campus employees who are responsible for purchase/maintenance of copiers and printers. The letters will give them information on new equipment availability and how to update older machines with the new protection devices.

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

IX. DATA MANAGEMENT AND ACCESS REPORT – DAVE HUTH

Two committees are working on different aspects of the data management and access process; Demian Hanks and Randy Madsen are heading the two committees. Topics addressed are how faculty data is modeled on campus and data access and the access culture. A consultant will review processes and report with two alternatives to storing and accessing faculty data. Time constraints prevented full reports and recommendations, this topic will be addressed again at the next ITC meeting.

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

X. POLICY UPDATES – KEVIN TAYLOR

Due to time constraints this agenda item is delayed to the next ITC meeting.

MEETING ADJOURNED

The next ITC meeting will be held on Thursday, February 12, 2009, in the Dumke Conference Room of the Eccles Broadcast Center.