

April 4, 2007
IT Managers meeting
HSEB Room 1730

Minutes

I. IT Updates

- a. IT Mgrs Board elections – 6 people have been nominated. Any others? The ballot will be sent out electronically today; you will have until next Tuesday to vote.
- b. ITC Agenda – April 12th meeting (see more at <http://www.it.utah.edu/leadership/committees/ITC/index.html>)
 - i. Institutional Data Access Policy going to Council of Academic Deans (CAD)
 - ii. Instructional Computing funds (SCAC) budget allotment
 - iii. Distance Education – may create a committee for this (bigger than WebCT)
 - iv. End of life for equipment: a campus Standard to be proposed for how to erase hard drives and other data storage devices
 - v. E-check capability
 - vi. Workflow – position management (Finance, HR, others) to address the lack of hierarchy in our PS data base information
 - vii. Data Warehousing
 - viii. Brand Management – President's Initiative – there is some pushback on this
 - ix. National LambdaRail and Internet2 merging (U of U will be a hub – moving from Denver to Salt Lake)

II. ISO – Corey

- a. Updates – Animated Cursor vulnerability with Windows – pretty bad and ramping up. Do the out-of-cycle patch if you haven't already. An increase in scanning for VNC – review your firewalls/ACLs for approved traffic.
- b. Auto-blocking and Intrusion Prevention – sorry if you missed this . . . contact ISO if you have questions on what ISO is doing for campus.

III. Microsoft Office 2007 – Daren Stegelmeier – see Daren's [slides](#)

Word 2003 had 31 different toolbars with thousands of commands. 2007 tries to make the user interface better. More intuitive. The "Ribbon" is the new interface – more context sensitive (changes after the user chooses or changes something). Shortcut menu pops up when something is selected. Outlook 2007: following up on an email with a due date puts it on your calendar – your Inbox doesn't have to be separate from your To Do list. You can also flag a contact when you need to make a phone call. You can drag the flagged contact from day to day. Items like this will still show up on Outlook even if they are dragged into another folder. The new interface will take users some time to get used to. Interactive web tour – click on the Help button in any Office 2007 application – type "interactive". The tour shows how something was done before, and how to do it in 2007. "Options" are now under the new "Office" button in the top left hand corner. Changing the default document format in Word: in "Word Options" at the bottom of the "Office button" window. If you want to change the font, as you mouse over, the selected text will change so you can see a preview. Microsoft user survey showed the potential for 84% of users to see increased productivity. Best Practices: send users to the interactive tour. Think about doing a "brown-bag" lunch to introduce Office 2007 before your area launches it.

Open XML – New File Formats

Good: zip compression being leveraged – reduces file sizes. Rename the extension to .zip; open it with WinZip. XML format allows user to store it programmatically, add tags, etc. This may be helpful in managing content (privacy, etc.). SharePoint 2007 can manage this; other ways to leverage it since it's open format. Files can be built out automatically. Improves data recovery.

Bad: File converters: install these early across the platform, since users will likely get a 2007 file from someone before they've started using 2007 applications – lots of confusion and Help Desk overhead. Converters are not being pushed out through WSUS (not the hotfix format). Command line converter – for bulk Word 2003 documents (not other file formats like WordPerfect). Nelson: strong push to get all legacy documents into open XML. Daren: probably a space for a 3rd-party utility there.

Ugly: No Mac Office 2004 file format converters yet. Planning to have a converter available soon (late April early May). Mac Office 2008 will read Office 2007 files and is due out at the end of the year. TACC had a question about instructors putting .doc documents on the Web for students – their Mac students won't be able to open the new .docx documents. Mac platform – Visual basic will no longer be a supported language on Mac 2008. AppleScript and Automator will be supported. Office 2008 for Mac has a new look - rather like desktop-publishing.

If your Office 2007 license is covered by the campus agreement, you are licensed for Office Professional Plus. These include OneNote and Groove as a part of Office Enterprise 2007.

Question: ODF patch? Will be able to read to and write to ODF; will be much like the 2003 converter. ODF for Word is out now, ODF for Excel and PowerPoint should be out this summer.

IV. UEN Network Overview – Kevin Quire – see [Kevin's slides](#)

UEN connects all higher ed, public ed, libraries in State of Utah. Provide research access to NLR and I2. They will be increasing from 2.6 Gb/s to 4.4 Gb/s July 1st. Not a lot of demand for local peering right now. Planned outages for the conversion for campus? – not yet.

V. Campus List Server – Dan Clawson, OIT

Link to the OIT Wiki for Dan's List Server pages: <http://wiki.it.utah.edu/confluence/x/KwAa>

May 2007 is the 2 year anniversary of Sympa. It's been hugely popular. It's been used to do departmental mailing lists rather than Exchange. There are over 1000 lists. We run it on a Sun v240 perl application; Sympa v 5.1.2 – we need to upgrade. This will happen in the normally scheduled April outage – we will move to Sympa v 5.3 and Postfix v 2.4. Dan has been playing with new rules – can match headers. Getting some garbage to some lists (like IPAlloc) – now Dan can quietly reject anything that gets tagged by the IronPort box as spam. Cool stuff. Department lists can have more specific rules, more granular restrictions. Can write templates for responses to certain events. If someone sends to a private list, a message can be sent about the rejection and give more information. Out of 50 GB, we've used 41 GB. Need to implement some quotas with list owners. Trying to get older archive stuff to automatically roll out. List owners can manage their own archives – please let Dan or the OIT Systems group know if you don't need an archive for your list. Comments – please email the listmaster.