

Information Technology Advisory Council (ITAC)
Meeting Minutes
February 11, 2005 (EPC 304C)

The meeting was held on Friday, February 11, 2005, in El Pomar Center Room 304C at 9:00 a.m.

Members Present: Jackie Crouch, Jerry Wilson, Ed Chow, Barbara Gaddis, Brad Baker, Jan Kemper, Ben Martin, Bue Byerley, Polly Ciegelski, Harriet Napierkowski, Clint Fisher, Patricia Kielbach and Craig Decker

AGENDA

OLD Business

1. SSN/SID Conversion Update

- a. The conversion of all UCCS Student SSN to a randomly generated Student ID number will take place April 9th and 10th.
- b. Mollie McGill has organized a 4 campus video conference with e-College to discuss the impact on student accounts and a solution to make the transition as seamless as possible.

2. Student Portal Project Update

- a. The UCCS Portal Steering Committee has met once and will meet again soon.
- b. UMS template is being built. All are invited to the Portal Demo on February 28th from 10:00 a.m. to 12:00 p.m. in Cragmoor 008.

3. IT Strategic Plan Update

- a. As part of the IT Strategic Plan revision currently underway, we would like input from faculty, staff and students to help determine IT priorities on campus. Jackie Crouch will electronically distribute the survey used for the 2001 strategic plan for ITAC member review prior to the next ITAC meeting on March 11th. Please review the surveys and come to the next meeting prepared to discuss modifications so that this survey can be conducted soon after return from the spring break.
 - i. We will plan to use the e-College survey tool to administer the survey.

4. IT Inventing the Future Update

- a. This committee met in December with the following recommendations coming out of that preliminary meeting:
 - i. Campus wide software/hardware standardization
 1. This would lead to less time spent on troubleshooting issues on different hardware and software
 - ii. Better purchasing process via IT to acquire bulk contracts
 - iii. A "Pay-per-page" printing system implemented in all open computer labs and the library
 - iv. Implement some sort of online grading system whereby faculty can submit official grades electronically
 - v. Implement more paperless applications

- vi. Allow IT to develop “sunset policies” regarding use of outdated, non-supported software such as Windows ’95 and Office ’97.
 - vii. Make improvements to the campus web page so that more information is available via the web leading to less need for printed materials
 - viii. More realistic expectations of the IT department and it’s limited resources including budget and personnel
 - ix. Have the IT department take over ALL Smart Classrooms on campus to again lead to standardization. Funding for this was not discussed.
 - x. Consolidate administrative processes on a system-side basis
 - b. This committee will meet again in the near future
5. **Web Content Management Systems Update**
- a. Jerry Wilson reported that the RFP is “95%” complete and will go out next week.
 - b. Proposals are expected to come in from companies other than the ones demonstrated here on campus. If a good proposal comes in from an alternative company, there may be another demonstration scheduled.
 - c. RFP’s are posted for 30 days
6. **Web Policy Committee Update**
- a. Jerry Wilson will send an e-mail to committee members to meet again in the near future
7. **Web Committee Update**
- a. The new UCCS Logo is done and will be revealed at the Chancellor’s Forum on March 2
 - b. Campus Administration has asked that the new campus web site be up by July 1, 2005.
 - c. It is unclear at this time how this will be integrated with the web content management system
8. **Security Update/SPAM Filter Update**
- a. A SPAM filter was implemented on the campus e-mail system this week.
 - i. Refinements to the filtering process will be made as the system is in place longer to address specific server demands
 - b. A secondary VPN access is necessary due to an element of the current VPN system whereby once a user logs into the network, the user can exit the system via the library databases and come back into the network unidentifiable. This is currently being worked on.

The meeting was adjourned at 10:15 a.m. The next ITAC meeting will be on Friday, March 11, 2005 at 9:00 a.m. in El Pomar Center 304C.