

MINUTES
Information Technology Advisory Committee
January 27, 2009

Attendees: Bill Abplanalp, John Albano, Jeff Aspelmeier, Joseph Beeler, Charley Cosmato, Patrick Critzer, Monta Elkins, Steve Helm, Maung Htay, Danny Kemp, Jerry Kopf, Wendy Lowe, Ted McKosky, Ed Oakes, Sean Ramsey, Lisa Ridpath, Rick Rogers, Rebecca Scheckler, Dennie Templeton

Absent: Amber Alcaraz, Randa McDonald

The Information Technology Advisory Committee was called to order by Ted McKosky, Chair, at 3:15 pm on January 27, 2009. Mr. McKosky asked for approval of the December 10, 2008 minutes. John Albano motioned to approve, Dennie Templeton seconded, motion carried.

Ted introduced and welcomed two new members of ITAC, Joseph Beeler from Athletics and Lisa Ridpath from Finance and Administration.

John Albano stated that Monta Elkins and he had met to discuss how to handle operating system and application updates. They suggested possibly emailing campus to tell them to update their computers or pushing the updates out using Altiris. John asked the committee to email him with suggestions on how best to handle these updates.

John reported that the Student Computer RFP bids close on February 10, 2009 and they are hoping to award it by the end of February or early March.

Monta Elkins said that the subcommittee that was formed to discuss encryption software had met and looked at examples of what other Virginia schools are using. He asked the committee to email him their input on encryption software.

Ed Oakes reported that the Email Outsource Feasibility Subcommittee is still discussing email outsourcing. He passed out an RU Exchange 2003 server summary. He will report back to the Committee again at the next meeting.

Ed announced that the new RU portal would be launched on February 9. He will be providing a brief presentation to campus on how to use the new portal on February 9 at 11:00 am in Hurlburt Auditorium. The current portal will still be operational until the week after finals in May.

John Albano gave the committee a copy of the memo he would like to send to the campus community explaining the Password Policies and Standards. John made a motion to send out the memo as is, Dennie Templeton seconded. Bill Abplanalp pointed out that with the new RU portal going live soon it needs to be noted in the memo to change your password on the old portal, then send out another memo once the new portal is up and explain how to change your password on it. Maung Htay made a friendly amendment to add more detailed instructions in the memo for changing your password. John asked the committee to send him any suggestions they have on what those instructions should include.

Ed Oakes and John Albano stated they are still working on the Microsoft Campus Agreement. They asked the committee to let them know if there is anything currently not included in the agreement that is being used, or anything that is in the agreement that is no longer being used.

John Albano announced that Hewlett Packard will be performing a study on printers and copiers on campus to evaluate if machines being used are the most efficient, from a productivity and energy standpoint. He asked for anyone that would like their department to take part in the study to contact him.

Charley Cosmato requested a basic "introduction to RU Technology services" to give to off campus students regarding the activation of account, use of email, etc.

Charley stated that RU Smart representatives were going to be on campus the following week to discuss Sakai and the ePortfolio system training. He asked for anyone who was interested in attending the discussions to contact Krista Terry.

Charley asked the committee what the policy for accidental damage to Macintosh computers is. John Albano stated that Electronic Engineering Services (Randy McCallister's group) will fix Macintosh's free of charge (they are Apple Certified). If damage to a computer happens more than once, further discussion would have to take place.

Ted McKosky asked if the Tuesday, 3:15pm meeting time was a good time for the committee members to meet. Maung Htay asked that the meeting start a little later than 3:15.

Monta Elkins announced that the annual security awareness training was going to be offered online this year. If the committee has ideas on what tools or products to use for the online training please contact him.

Jerry Kopf motioned to adjourn, Rebecca Scheckler seconded.

Respectfully submitted,

Linda W. Kipps