

MINUTES
Information Technology Advisory Committee
February 24, 2009

Attendees: Bill Abplanalp, John Albano, Charley Cosmato, Patrick Critzer, Monta Elkins, John Felts (for Steve Helm), Danny Kemp, Wendy Lowe, Randa McDonald, Ted McKosky, Jackie McNabb, Ed Oakes, Sean Ramsey, Lisa Ridpath, Rick Rogers, Rebecca Scheckler, Dennie Templeton

Absent: Amber Alcaraz, Jeff Aspelmeier, Joseph Beeler, Maung Htay, Jerry Kopf

The Information Technology Advisory Committee was called to order by Ted McKosky, Chair, at 3:20 pm on February 24, 2009. Mr. McKosky asked for approval of the January 27, 2009 minutes. Sean Ramsey motioned to approve, Randa McDonald seconded, motion carried.

Ted introduced and welcomed a new member of the ITAC, Jackie McNabb, Director for Enterprise Systems in the Division of Information Technology.

Ed Oakes reported that the Email Outsource Feasibility Subcommittee is still discussing email outsourcing. He will report back to the Committee again at the next meeting.

John Albano announced that six bids were received on the Student Computer RFP. Four vendors will be selected to bring to RU to evaluate. A four year warranty is requested on the RFP for student computers. Ted McKosky stated that Jerry Kopf was ill and not at the meeting, but had asked Ted to request that DVD players be included on the student computers.

John stated that Hewlett Packard will be performing a study on printers and copiers throughout campus to evaluate if machines being used are the most efficient, from a productivity and energy standpoint. To assist in this study the Technology Assistance Center staff will be performing walk throughs in departments to help assess printer, copier, etc., usage.

John reported that the proposal for the University website redesign went out two weeks ago. The RFP closes March 12, 2009 and the committee hopes to make an award by the end of March or beginning of April. The project is expected to take approximately 12-18 months to complete.

John stated that he is trying to assemble an IT subcommittee to the Sustainability Steering Committee and asked if members of the ITAC were interested in participating. Bill Abplanalp volunteered to be on the subcommittee. John asked for any other committee members that would like to take part in the subcommittee to email him.

John discussed a new Lab Printing Proposal which would charge students for printing in the computer labs to help reimburse costs for paper, toner, etc. The Committee thought it was a good idea. John will report back to the Committee as the proposal moves through the approval process.

Randa McDonald gave copies of the Division of Information Technology, Information Security Nondisclosure Agreement to the committee for review. Sean Ramsey asked if the form could be put online and signed electronically. Randa stated that she wasn't sure if the auditors would accept electronic signatures, she will check and report back to the committee.

Monta Elkins passed out copies of the Data Owner/System Owner/System Administrator list for the Committee to review for accuracy. No changes were made.

Rick Rogers motioned to adjourn, Sean Ramsey seconded.

Respectfully submitted,

Linda W. Kipps