

Attendees:

Area	Name	Status	Area	Name	Status
Academic Affairs	John Pelissero	Absent	ITS	Jim Sibenaller	In Attendance
Academic Affairs	Nancy Tuchman	In Attendance	Student Develop.	Rob Kelly	In Attendance
Academic Affairs	Paul Gabriel	In Attendance	UMC	Kelly Shannon	In Attendance
Advancement	Jon Heintzelman	In Attendance	Guests:		
Facilities	Kana Wibbenmeyer	In Attendance	CEL	Patrick Green	In Attendance
Finance	Bill Laird	Delegated	ITS	Kevin Smith	In Attendance
Finance	Andrea Sabitsana	In Attendance	ITS	Dan Vonder Heide	In Attendance
Human Resources	Tom Kelly	In Attendance	ITS	Ed Schaefer	In Attendance
ITS/Facilitator	Susan Malisch	In Attendance	ITS	Pauline McKinney	In Attendance

Welcome, Meeting Purpose & Agenda

The meeting commenced at 1:30 PM with a review of the agenda and introduction of guests. The minutes from the May 26th meeting were reviewed and approved as modified (next meeting date was incorrectly stated).

DW/BI Program Prototype

Kevin Smith gave a brief overview of the Data Warehouse project and the alignment of that effort with the acquisition of the new BI tools Info Assist and Visual Discovery. Currently the project is in final design of phase for the faculty teaching load & CAS reporting. The current project health is "lime". Ed Schaefer walked the group through the prototype of the class enrollment dashboard & check-in overview capabilities of Info Assist. Pauline showed the class activity dashboard using the Visual Discovery tool including drill down and filtering capabilities. The dashboard capabilities were well-received by the group and the flexibility in modifying the results shown by simply using pull-down menu selections and or by selecting multiple items with a mouse was specifically noted.

ePortfolio Demo

Patrick Green gave an overview of the ePortfolio program efforts to date. The system, TaskStream LAT, went live the first week of classes. Learning portfolios are currently defined for First Year Seminar, several Service Learning classes, Core Writing Seminar and Philosophy. Assessment portfolios are defined for History, School of Communication-Journalism, Philosophy and the Doctor of Nursing Practice. Patrick demoed two ePortfolio samples created by students in the new system. The portfolios are defined to demonstrate and provide evidence of learning experiences. Patrick also demoed TaskStream from both a faculty member and student perspective. In closing he reviewed the staged implementation plan identifying the increase to both the learning and assessment portfolios in the Spring semester.

Closeout of 2011 PII Scans

Jim reviewed the list of departments which have not yet completed their first scans for 2011. There are 20 departments in total. He requested escalation & communication from the Department Heads. Currently only 1.9% of PC's have PII contained within them. The goal for 2012 is 0%, last year's ending number was 9.7%. *Task: ITESC members to communicate to the appropriate Department Heads.*

Novell to Microsoft Migration

Dan provided an update on the status of the migration effort for Windows 7 & MS Office 2010. The project is a 10 month effort to date and went live in labs and classrooms for the start of school. The migration has been largely successful however an error has been encountered that went unidentified in the testing process. Approximately 10% of machines will have a problem logging in. This has been seen mostly in the classrooms. The complexity is that it does not always occur in the same classroom or at the same time or with the same faculty. The current solution is a hard boot of the PC. It has been extremely difficult to diagnose and correct. It is believed a solution has been identified and the fix is being rolled out and should be completed by 9/26. The IC & Libraries will be complete by 9/28. Phase II will be to continue the migration for all faculty & staff with ITS will being the initial pilot/test group. The overall plan will be re-communicated to all. *Task: Dan/Susan to coordinate with Academic Affairs regarding the results of the fix and on next steps.*



BCDR Program – Business Impact Analysis

A systems inventory was recently completed including recovery times being defined, (both RPO & RTO). Currently the project team is reviewing the impact analysis results so that we can validate the current recovery needs and identify any additional infrastructure and /or process changes required so that the business needs can be met. Schedule is running a little behind, but coordinated efforts are addressing this. The WTC data center will need some significant improvements to meet the objectives defined. It is critical in a recovery situation as it is the backup site for the Dumbach data center at LSC.

Security Camera Status

Dan gave the group an update on changes to the security camera infrastructure. Both the servers and disk space have been upgraded or expanded. Our capture rate was two frames per second and has been increased to four frames per second. The infrastructure concerns for the existing cameras (about 450) have been addressed. Any new efforts will require budget for cameras and the back-end infrastructure will have to be assessed for capacity. The pending Student Development request has been spilt into three phases, adjusting existing camera coverage in the residence halls, new cameras (51 in total) for high priority areas not currently covered followed by supplemental areas as noted by Residence Life (22 cameras). The initial phase is now complete. Phase II & III includes some laundry rooms, dark hallways etc. The estimated total investment for the 73 new cameras is over \$400,000. In talking with various schools there is really no consistency across universities regarding coverage and configuration. The same can be said for the consulting firms, there is no single best practice to follow. Policies, expectations and processes need to be defined for our institution. Standards should be established across the university for the various areas and types of buildings. *Task: Follow-up regarding security camera standards, processes and budgets. Facilities to address the budgets for building projects in progress.*

FY13 ITS Capital Budget Submission

Susan shared the FY13 ITS capital budget submission. The breakdown for this fiscal year includes; Phone System End of Life Planning, WTC Data Center Move/Remediation, the upgrade of technology in several large auditorium spaces and updates to several security applications including password reset, VPN and PII identification. ITS has a \$1.5M budget placeholder for capital efforts that should cover all projects; no incremental capital funding requested although the subsequent related maintenance costs and a high level FY14 plan were also reviewed that may have some mandated operating increases.

LUMC/SSOM Initiatives

Susan provided an awareness of the upcoming needs for the Health Sciences Division. Most work items are being handled as issues arise, and a plan should be developed to organize the efforts into projects for prioritization on acceptable timelines. Resources will need to be set aside to address these needs. *Task: Identify whether Health Sciences membership is appropriate on the ITESC.*

Upcoming Priorities

Susan gave the group a quick reminder of some of the bigger items that will be part of the upcoming plan of record. These include; R+ Replacement, Advance Web Migration, Web Content Migration, SSOM, MSoN Initiatives, and Enterprise Portal.

Meeting Wrap-Up

The meeting adjourned at 3:25 pm. The next meeting is scheduled for November 10th.