

Information Technology Council
Humboldt State University

Meeting Notes for: March 13, 2007 from 2:00 to 4:00 P.M., NHE 106

Members Present: Mark Hendricks, Matt Koelling (proxy for Walker), Josh Callahan (proxy for Bradley), Jeremy Shellhase, Ed Albert, Dave Pearson, Dave Marshall (proxy for Collins)

Others Present: Lorrie Marsh (TNS), Nick DeRuyter (CIO Office), Bethany Gilden (Help Desk), Jason Hardin (UIS), Rick Garcia (TNS), Cassandra Tex (SDRC), RJ Wilson (AC), Riley Quarles (IMS), Anna Kircher (CIO), Molly Simpson (Recorder).

1. Approval of the Minutes:

February 2007 Minutes were approved as distributed (Koelling/Shellhase).

2. Report Items:

Common Software Acquisition Group: Hardin reported that the group was recommending that the campus stay with Symantec AV Software. A motion was passed to forward the recommendation on to the CIO (Koelling/Callahan). Discussion ensued.

Network Advisory Group: Callahan noted that the group had been working on draft procedures and this would be discussed under action items.

Desktop Support Working Group: Hendricks reported that the group had been discussing procedures for password failure and account lockout/timeout. This is a top level setting in active directory and would affect all users that have an "HSU Username" and password. OU administrators would not be able to block policy inheritance for this setting. Kircher requested that a list of all top level settings that would not allow inheritance blocking be generated. Discussion ensued.

Messaging Working Group: Gilden reported that the group was formulating RFI questions for vendors. The group has split into teams. One team is working on calendar, email, and technical questions and the other team is creating a survey for campus users that will to define their wants and needs.

3. Discussion Items/ Action Items:

Internet Facing Server Requirements: Callahan noted that the 30-day review of the draft procedure document was completed. A motion was made and carried to approve this document and forward it on to the CIO for review (Callahan/Shellhase). Discussion ensued and it was noted that the document was a prerequisite for requesting ports. A friendly amendment to the motion was made to remove the phrase “ as provided by HSU site license” from 3.1.1.d.

Firewall Change Management Procedure: Callahan submitted the Firewall Change Management Procedure document to the IT Council for a 30-day review on behalf of NAG.

4. Announcements/New Business:

Monthly Service Window: Callahan informed the Council that the monthly service had been moved from March 18th to March 11th to coincide with spring break. An additional maintenance window would be scheduled to upgrade the Storage Area Network (SAN) firmware during the normal maintenance window time, but no downtime is expected. A mailing will go out to campus concerning this window. Callahan informed the Council that the service window time was changed from 12-6A.M to 5-11A.M.as requested to reduce the impact to students during extended lab hours. Garcia noted that the Cisco IOS upgrades and daylight savings time patches were also performed. Some outages persisted through Sunday/Monday morning. Garcia also reported that firewall rule changes that replaced existing router ACLs were also completed. TNS was unable to complete the emergency website test. Garcia is working to reschedule. This test will result in a full campus outage for about five minutes.

MeetingMaker: MeetingMaker was converted to active directory. Existing passwords will continue to work until the HSU user name & password are used. Once used, only the individual's "HSU-Username" will work. Information will be posted to the ITS web-page and sent to faculty, staff, and campus ITCs via University Notices.

MS Volume Licensing Keys: Hardin noted changes to the Microsoft volume license key information he distributed earlier. Vista can be set up for a Key Management Service (KMS) or to use Multiple Activation Key (MAK). Kircher wants to use the MAK method and will be requesting additional keys for Humboldt only. Kircher noted that she and Gilden would work on composing an email to the campus about the new software licenses and the associated issues. Gilden noted that the Ultimate addition of Vista does not include BitLocker. It was noted that Vista should not be installed on any public station due to ADA compatibility issues. Discussion ensued.

Official Memo on Blackboard: Quarles noted that the Provost's Council had approved the recommendation from the LMS subcommittee to drop the Blackboard license effective June 2007 and that many other campuses are doing the same. Moodle trainings have been set up in the FTSC. For more information or to sign up for training visit: <http://www.humboldt.edu/~training>

Willow Upgrade to Birch: Hendricks noted that WebReg testing was scheduled next Monday 2/3/2007 for load testing of the new web-reg database server "Birch". Details would follow.

CATS – Sponsored Spot Open: Marshall noted that he would be unable to attend CATS. This would leave his sponsored spot open. Quarles noted that Ketelsen might be interested.

5. Adjournment: 3:35 (Shellhase/Callahan).