Information Technology Council
Humboldt State University

Meeting Notes for: April 12, 2005 from 2:00 to 4:00 P.M.
                             SBS 405

Members Present: Mark Hendricks, Todd Stone, Jeremy Shellhase, Megan McKenzie, Jeanne Wielgus, Dale Sanford, Ben Curran, Katherine Granfield, Tera Mar, Pat Collins

Others Present: Bill Cannon (Director, Info Tech Services), RJ Wilson (Manager, AC), Cassandra Tex (SDRC), Riley Quarles (Manager, Media Services), Rick Garcia (Manager, TNS), Phil Hooker (AC), Bethany Gilden (CNRS), Nick DeRuyter (Manager, UCS), Josh Callahan (UCS), Barb Dyer (UCS), Mike Penney (IMS), Andrea Schwandt-Arbogast (Graphics)

1.   **Approval of the Minutes:** The minutes of the March 8, 2005 meeting were approved as distributed (Stone/Curran).

2.   **Report Items:**   none

3.   **Discussion/Action Items:**

     PeopleSoft Desktop Support Issues: Granfield asked Council members if there were any issues with desktop support pertaining to PeopleSoft. There were no issues noted. A brief discussion ensued regarding Excel versions and Brio/Hyperion.

     CSU CIOs' Priorities: Cannon reported that the Chancellors Office would be moving forward with updating the IT plan. One campus CIO will be assigned lead responsibilities for each section of the plan. Cannon stated that there was an opportunity for HSU to have high profile involvement with the CSU IT plan. Cannon asked Council members to review the list of CSU CIO priorities for possible involvement. He noted that he would continue to correspond about the plan via email. Cannon also noted he would be the lead for the security area and also the back-up for LMS (Learning Management Systems).

4.   **Announcements/New Business:**

     Hendricks announced that Jeanne Wielgus will now represent Academic Computing as a member on the IT Council. He noted that Cannon had requested that he remain Chair of the council until the new IT structure was defined.

DeRuyter Introduced Josh Callahan, System Administrator hired as part of the Server Cluster Migration plan. Callahan is currently tasked with moving away from legacy systems and is working with the Help Desk to coordinate implementation of enhanced email security.

Cannon informed the Council that the annual Measures of Success survey from the Chancellors Office had been distributed early. Cannon noted that he would be distributing the survey to ITCs shortly. He also noted that this year, workstations older than three years would be considered obsolete.

Curran reported that stage two of the TIS project would be delayed by about a week. The campus cut-over schedule would subsequently be delayed by approximately four weeks. An update should be posted to the web page and an email notification will go out soon. Cannon noted that TNS would need to work on a set of directions for reporting network information. This will be important since all static IPs and DNS hostnames will need to be requested again for the new network.

Cannon reported on the "Telecom Recharge Committee," noting that the group had not met in a few months. Due to budget planning, new billing structures will not be in place until next year. The Committee has not yet determined if data ports will be billed to departments or paid for by the entire university. The proposed billing structure will eventually go to the Executive Committee.

Cannon told the Council that a bulk mail had been sent out to all faculty regarding the Faculty Confidentiality form. The deadline to complete the form is June 1, 2005. Each department chair received a packet that included a letter explaining the process, a list of faculty that have and have not signed the form, and letters for faculty that still need to complete the form.

Stone announced that Blackboard would be down May 21st through the 23rd for updates and removal of old accounts. All passwords will revert back to default and need to be reset. Cannon noted that he had signed a three-year contract with Blackboard at the basic level. Cannon stated that the campus will continue to use Blackboard at the basic level while continuing to develop Moodle. Both will be supported for the near future.

Hendricks noted that the next monthly service window would be Saturday April 16th.

5.   **Adjournment:** 2:45 P.M. (Shellhase/Stone)