



INFORMATION TECHNOLOGY COUNCIL
STEVE SMITH, CHIEF INFORMATION TECHNOLOGY OFFICER

910 Yukon Drive, Suite 103, Fairbanks, AK 99775-5320
 907-450-8383 (v) 907-450-8375 (f) steve.smith@alaska.edu www.alaska.edu/itc

December 11, 2008 (1-4pm) Notes & Action Items

Audio: 1-800-893-8850; Passcode: 6452400 (Butrovich 204 for Fairbanks participants)

| <u>MAU/Department</u> | <u>Represented By</u> | <u>Guests</u> |
|---------------------------|-----------------------|-------------------------------|
| CITO (chair) | X Steve Smith | Russ O'Hare, Records Mgmt |
| UAS – IT | X Michael Ciri | Jim Durkee, OIT |
| UAS – Egan Library | X Carol Hedlin | John Monahan, AK Distance Ed. |
| UAF – IT | X Karl Kowalski | Steve Mullins, Program Office |
| UAF – Rasmuson Library | X James Huesmann | Fred Smits, OIT |
| UAA – IT | X Rich Whitney | Bill Gregory, OIT |
| UAA – Consortium Library | X Steve Rollins | Mike Brase, OIT |
| SW – Controller | <i>Not Present</i> | Rory O'Neill, OIT |
| SW – Student & Enrollment | X Saichi Oba | Mike Hostina, General Counsel |
| UA Faculty Alliance | <i>Not Present</i> | Kerry Digou, OIT |
| UA Staff Alliance | X Jason Davis | Susan Sharpton, OIT |

| <u>Topic</u> | <u>Lead/Guest Speaker</u> | <u>Attachment</u> |
|-------------------------------------|----------------------------|-------------------|
| 8. External Security Reviews | F Smits / B Gregory | |

Gregory/Smits provided an update on the external security reviews. Statuses from each campus review will be consolidated for regular Board of Regent updates.

1. DMCA Notification Response Procedures

M Hostina

Hostina provided an update on the revised process for responding to DMCA notifications (for machines operated by UA employees). Process has been in used in one case already. Reference to employee-operated machines includes employee owned machines using the UA network. ITC discussed whether or not there should be a follow up back to central IT/Security to close the loop and confirm that the take down occurs. This could be accomplished by having the respective IT department receiving a copy of the completed form. **ACTION:** ITC members to discuss at their MAU. Ciri to draft workflow for review at January ITC meeting.

2. Software/Copyright

R Greenfield

3

Steve reviewed need for this language to be used as a reminder for users of applications that could be used in violation of copyright laws. No comments or questions from ITC members. **ACTION:** This language will be posted online and available for all campuses.

7. Audible Magic / University of Michigan

K Digou

Digou provided an update of pilot projects testing tools that manage copyright violations. No interest expressed by any MAU in using either option.

3. Distance Education Core Committees

J Monahan

4

SAC setting up a core committee (with representatives from each campus) to review historical documents to bring forth what the ideal distance education model would look like. This group is meeting weekly (audio).

Additionally, Monahan shared that the Institute of the North is looking at doing a follow up to the February 2008 broadband workshop. The follow up event is planned for February, in Juneau. **ACTION:** Monahan to provide updates as available on the upcoming follow-up broadband workshop.

4. Data Security Standards

R O'Hare

O'Hare shared an updated version of the minimum standards document. O'Hare asked, what would be the costs to implement these standards/procedures? Discussed implications of implementation costs. **ACTION:** ITC members to review and provide feedback on costs or other concerns to O'Hare by mid-January.

5. Commodity Internet Access from Residence Halls

M Brase

OIT considering outsourcing of commodity internet to residence halls. UAS/UAA expressed interest in participating in the exploration of options for doing this. Additionally, Brase provided an update to the GCI bandwidth gift implementation.

ACTION: Brase to coordinate discussions on outsourcing with all MAUs.

6. RPTS Upgrade, UA Username Changes, Banner 7.x to 8.x Upgrade, Address Correctness for Central Email Repository

**R O’Neill &
D Bantz**

6

O’Neill reviewed items listed above (as outlined in attachment 6). In addition to these Banner updates, Smith shared that there will be a detailed review of the organization of administrative IT at Statewide. Bantz provided an update on completeness of email records in EDIR.

9. Information Technology Executive Council (ITEC) Update

S Smith / S Mullins

9a-b

Membership update to ITEC: Dan Julius has delegated his seat on ITEC to Saichi Oba. Mullins provided an update on the Document Imaging project (priority will be focused on Student Services). Mullins reviewed the current version of the IT governance structure. ITEC will start with implementing the Portfolio Management Team, which will kick-off with a retreat planned for January. Revisited the membership discussion for these various groups. **ACTION:** revisit at January ITC meeting. Mullins drafting a consolidated list of all the system-wide councils, committees and other groups.

10. ITC Organization

S Smith

10

Smith briefly reviewed the handout, which summarizes the current ITC charge and membership and outlines options for future ITC charge/membership. Discuss future role of ITC – with a general consensus that ITC would likely become a management group rather than a governance group. **ACTION:** Review to continue with more information from ITEC.

11. Procurement Check List

J Durkee

11

Postponed to January ITC meeting. Durkee asks that ITC members send suggestions to him or Steve Mullins in advance of the January meeting.

Next meeting: January 15th (moved from January 8th).

Future ITC Meetings

| | | |
|-----------------------------------|----------------|-------------------|
| January 15, 2009 – update! | May 7, 2009 | September 3, 2009 |
| February 5, 2009 | June 4, 2009 | October 1, 2009 |
| March 5, 2009 | July 9, 2009 | November 5, 2009 |
| April 2, 2009 | August 6, 2009 | December 10, 2009 |

Board of Regent’s Meetings

- January 16-17, 2009 (Retreat-Anchorage)
- February 16-17, 2009 (Juneau)
- April 8-9, 2009 (Valdez)
- June 17-18, 2009 (Fairbanks)
- September 17-18, 2009 (Anchorage)
- October 30, 2009 (Fairbanks)
- November 30-December 1, 2009 (Anchorage)

Business Council Meetings