

**IT Advisory Council**  
**Oct. 10, 2008**  
**MC 203**

**Voting members present:** Homer Coffman; Allyson Easterwood; David Mooneyhan; Kristi Motter; Stanley Hauer, proxy for Steve Oshrin; Dylan Pair; Robert Pierce; William Powell.

**Non-voting members present:** Lance Blackwell, Bill Derwostyp; April Jordan; Jeff May; Susan Siltanen.

**Guest Present:** Matt Shackelford; Tom Roberts; Bob Lyman; David Sliman; Debby Hill.

**1.0 Call to order**

Homer Coffman called the meeting to order at 3:05 p.m. with a full quorum.

**2.0 Introduction**

Homer Coffman announced that iTech and the CIO's office now reports to the Provost's office. He introduced Dr. Robert Lyman who had a few comments to the council.

Coffman also mentioned that there will be a proposal to create Academic Technology Committee to be discussed later in the meeting.

**3.0 Adoption of Agenda**

Dr. Bill Powell motioned that the agenda be accepted, David Mooneyhan seconded. It was accepted with a unanimous vote.

**4.0 Adoption of Minutes**

Dr. Bill Powell motioned that the minutes from the last ITAC meeting be accepted, David Mooneyhan seconded. It was accepted with a unanimous vote.

**5.0 Officer's reports**

**5.1 Chair's Report**

- Resolutions 20 and 21 for Blackboard (WebCT) 24/7 support were approved by the IT Board of Directors.
- The first Data Center power outage went well, many lessons were learned and there was a minimal impact to campus. Coffman praised both iTech and the Physical Plant for their work. Next Data Center outage is scheduled next week, Oct. 17, 2008 from 11 p.m. to 9 a.m. Tom Roberts pointed out that this next outage will be just like the outage this past week. After this, the Data Center will be on a backup generator during the outages until a downtime in February.

- At the next meeting a discussion about procurement and standards will be conducted. The possibility of an ad hoc committee being formed to study will be discussed as well. It will be brought to the table next meeting.
- Bob Pierce asked to be recognized, and was recognized by the chair. Pierce had before him an e-mail concerning the voice mail upgrade. He wanted to know why there wasn't more notice on this. An action item was created by Homer Coffman to get more information on this and why there was a break down in communication. There was much discussion on this subject.

## **5.2 Vice-chair's report**

- No report to give.

## **6.0 Standing Committees**

### **6.1 IT Policy and Compliance Committee – Bill Derwostyp**

- Finding a meeting time for this committee where there is a quorum has been difficult. Derwostyp said there were a few matters to discuss, but it would have to wait until the next meeting. Meeting times for this committee have been ironed out for the rest of the year.

### **6.2 Distance Education**

- This committee has been dissolved. More discussion to come.

### **6.2 Web Committee – Lance Blackwell**

- The Web Committee report was given in stages with iTech Project Manager Tom Roberts starting off, SGA President Melissa Cirino addressing the council, and Lance Blackwell speaking last.
- Tom Roberts discussed the need for standards not only in content and style, but also in security, compliance and infrastructure to provide the best Web presence for the university. This project focuses on SOA, Infrastructure, portal, Web architecture and content management.
- SGA President Melissa Cirino and Tom Roberts discussed Liferay Portal for students. Students who were part of a focus group gave glowing reviews of the portal. It is being implemented as part of a grant awarded last year. Discussion on this subject ensued.
- Lance Blackwell asked what the focus of the Web Committee should be. Was it to be students, faculty or what? Homer Coffman said he wasn't sure the council could give that direction, and that it would be added to the next meeting under new business.

### **6.3 Bylaws Committee – Jeff May**

- Nothing to report.

### **6.4 Standards Committee – April Jordan**

- The Standards Committee has been presented with a request that would stop students from forwarding their USM.edu e-mail addresses to another service provider. The problem is students

aren't maintaining their e-mail addresses. Discussion on this subject ensued. Dylan Pair added that the reason many students forward their e-mail is because the system doesn't work with their smart phones. Jeff May said a solution to that problem is being working on with e-mail for life at usm.edu providing alumni and student e-mail with either Windows Live or Gmail. More discussion the subject ensued, and it was agreed that it was a discussion to be had at a later time.

## 7.0 IT Central Funding proposals

### 7.1 Video Teleconferencing Update – Jeff May

- Questions were raised about this several weeks ago, so a business case was done. A HD room in Than Cochran Center would take \$97,000 to put together with a majority of the needed pieces being purchased on the Express Product List (EPL) except the TVs. Only \$50,000 allotted for this project, so more funding is needed before we can go forward with the project. Discussion ensued on the subject.

### 7.2 Budget Reduction update – Homer Coffman

- iTech will have a \$3 million deficit this year, and is working on a \$10 million budget this year with \$13 million in projects to be funded. Discussion on budgeting process ensued. Nine million dollars of that comes from grants.

## 8.0 Unfinished Business

### 8.1 Academic Technology Committee to replace Distance Education Committee – Dr. Bill Powell

- The original proposal by Dr. Bill Powell and Dr. Steve Oshrin was presented to the council. Committee would deal with academic technology and an attempt to standardize classroom technology from college to college. Committee wouldn't be involved with actual academics and education. After a lengthy discussion on the membership it was decided that the Academic Technology Committee would replace the Distance Education Committee. Dr. Bill Powell made the motion, seconded by Bob Pierce. The vote was unanimous

### 8.2 Non-USM.EDU e-mail servers – Homer Coffman

- As a statement of direction it was announced that rogue e-mail servers on campus would eventually be shut down. An example of this is the Orca e-mail accounts.

### 8.3 Clean Address – Dr. Kristi Motter

- This is a product that would go into SOAR and verify and fix addresses that are incorrect or no longer are viable. It was a free trial piece of software, but there were some problems as it has a

price tag now. April Jordan said the money involved was based on the costs to get a functional area involved and the cost of server space in iTech. Motter was still unclear how a free piece of software could have a price tag. Discussion ensued on the topic. Homer Coffman asked for 10 days, which is about the time of the next meeting, to get more information on this issue.

#### 9.0 New Business

- No new business to discuss.

#### 10.0 Announcements

- A time was discussed for next month's meeting. It was decided that a time would be announced later after suitable time for everyone could be announced. Council members would be notified via e-mail on this.

#### 11.0 Adjournment

- Dr. Kristi Motter made the motion that the meeting be adjourned at 4:50 p.m. Dylan Pair seconded that motion with all in favor. The meeting adjourned at 4:50 p.m.