

IT Advisory Council
April 29, 2008
McCain 203

Voting Member's Present: Homer Coffman; Dr. William Powell; Mary Dayne Gregg, out at 11:25 a.m.; David Mooneyhan; Dr. Kristi Motter; Dr. Steve Oshrin; Robert Pierce, in at 10:45 a.m.; Dylan Pair, Melissa Cirino proxy;

Non-voting Member's Present: Susan Siltanen; Jeff May; Margie Jepson; April Jordan; Bill Derwostyp.

Guest present: Paige Strickland; Jennifer Loftin; Matt Shackelford.

1.0 Call to order

Homer Coffman called meeting to order at 10:05 a.m. without a quorum. Mary Dayne Gregg arrived to give a quorum shortly after the meeting was called to order.

2.0 Adoption of Agenda

Dr. Steve Oshrin asked that the Adoption of the Bylaws be moved to next meeting because he didn't receive the packet in time to review. Oshrin made the motion and a member seconded it; all were in favor.

3.0 Approval of Minutes

Due to clerical error, the minutes weren't sent out in a timely manner. It was asked that this be moved to the next meeting. Dr. Steve Oshrin motioned that the minutes and any other materials for the meeting be sent no later than Monday at noon the week before the scheduled meeting. Mary Dayne Gregg seconded, and all were in favor.

4.0 Officer's Reports

4.1 Chair's report

- Attendance was good at the recent budget meetings and at the FBI Briefing.
- FBI Briefing was held this past week and the Web breach was discussed. Dr. Kristi Motter asked if the entry point of the breach had been determined. Bill Derwostyp answered no. Discussion on the topic ensued.
- Two items were discussed at the IT Board of Directors meeting this month. First was the procurement process and getting it inline with ITS Procurement guidelines. The second was the Comcast Franchise agreement. Discussion on both topics ensued.
- Communication was a concern of Dr. Saunders at the IT Board of Directors meeting. She wants to make sure everything is being communicated to the areas affected.

5.0 Standing Committee Reports

5.1 IT Policy and Compliance Committee

Bill Derwostyp gave an overview of what this committee's function was. He asked that the VPN Policy be revisited for a change in the working that would allow for non-USM equipment to have the VPN client installed upon it. Discussion ensued on the topic. It was tabled until Derwostyp could meet with group asking for the wording change.

5.2 Distance Education Committee

Dr. J. Norton was unable to attend the meeting. Dr. William Powell gave the report. He asked whether the committee should exist in its present form and scope. Discussion ensued on this subject. A sub-committee exploratory group was formed to discuss the scope of the Distance Education Committee. Named to the group were Dr. Steve Oshrin, Dr. William Powell, Dr. J. Norton and Jeff May. More may be added.

5.3 Web Committee

Margie Jepson presented the scope of the Web Committee along with a list of members. The origin of the committee was discussed and its focus at the time. The need for metrics was discussed as well as upgrades to the search engine on the USM.EDU Web Site. Discussion ensued on the scope of the Web Committee.

Dr. Kristi Motter asked the question ownership and accuracy of Web content. Discussion on the subject ensued. Dr. Steve Oshrin motioned that the Web Committee visit the ownership issue and report back next meeting. Mooneyhan seconded the motion and all approved.

5.4 Bylaws Committee

This was tabled until the next meeting.

5.5 SOAR Standards Committee

April Jordan gave a report on this committee. The group was formed in 1999 when the university went to People Soft. It meets monthly and is responsible for data integrity in SOAR. The group has both voting and non-voting members.

6.0 IT Central Funding Proposals

None were presented.

7.0 Unfinished Business

7.1 Adoption of Bylaws – This was tabled until next meeting.

8.0 New Business

8.1 Emergency Notification Status Update

Jennifer Loftin gave a report on the status of the Emergency Notification Status System. The project is currently in Phase II, which covers voice mail and text messaging. The university is using the company High Ground, who also set up the same system at Auburn University. Discussion ensued on this topic. It was asked what Phase I entailed. Jeff May replied that it was a public

address system on campus. Currently looking at nearly 21 buildings wired for PA, which aren't all the buildings. More discussion ensued.

8.2 Procurement Procedure for Computers

Paige Strickland gave a brief overview of this process. Due to the lack of a quorum and the lateness of the hour, it was decided this would be tabled until next meeting. A motion was issued, but the lack of a quorum made it null.

The meeting was dismissed without a motion for adjournment due to a lack of quorum.