UC Information Technology Subcommittee

Minutes

Friday, February 3, 2017
4:00 – 5:00
Crouse 119

Present: Linda Barrett, Enoch Damson, Aimee DeChambeau, Scott Randby, Laurel Lohrey, Ritesh Shrestha

Items discussed:

1. Laptop refresh.
    - UC passed our laptop refresh resolution in its January meeting. Cost estimates (obtained from Robert Bird of the Computer Store) that were distributed in the discussion at UC were distributed to UC-IT and are attached to these minutes. We discussed the status of the process now and what still needs to be done before the refresh can be successfully implemented. Scott Randby reported that CCTC is meeting with the Provost on Feb 16 to discuss the status of the refresh. Linda Barrett is invited to attend that meeting with CCTC, and will report back to UC-IT.
2. LMS RFP Taskforce
    - The LMS RFP taskforce reports that it has received proposals from four vendors in response to the RFP. It is currently in the process of reviewing the proposals. The process is on schedule to get the result to the Board of Trustees in its June meeting, with potential implementation to some summer courses in July, and all courses in September.
3. ERP Committee
    - The ERP vendors have completed their demos.
4. Other UC-IT Academic Year Goals
    - Goal #2 (conversion of student email from Gmail to Office 365): The committee voted to postpone discussion of this until a new CIO is in place.
    - Goal #3 (usability of campus computing systems): The LMS and ERP systems are currently being examined in their various task forces. Other systems that need to be examined include the course evaluation system, clickers, and WebEx, likely in that priority order. CCTC is looking at the curriculum proposal system.
    - Goal #4 (survey): The committee voted to postpone doing a survey until a new CIO is in place.

The meeting adjourned about 5:15.

Cost estimate in support of UC Laptop Replacement Resolution

Estimate of cost to replace all full-time faculty computers:

Computer Type	Count	Cost
PC: desktop	121	$184,404
PC: laptop	378	$677,744
Total for PCs	*499*	*$862,148*
Apple: desktop	42	$76,356
Apple: laptop	200	$427,600
Total for Apple	*242*	*$503,956*
Total for all FT faculty	**741**	**$1,366,104**

Number and type of computers are from current computer management systems of active computers on campus. Included machines are those with the campus image on them and the client side of the management software - typically this does not count research lab machines (those attached to equipment, etc.) but may include those purchased with research dollars that meet the above criteria. It does not include machines that do not use the management software.

Cost to replace machines for faculty, staff, and contract professionals:

Roles	# of Employees	Apple (667)		Dell / PC (2800)		
		iMac	Macbook	Desktop	Laptop	Total
Staff Full Time	746	15	16	251	117	399
Staff Part Time	373	0	2	22	5	29
Contract Professional: FT	505	16	43	159	224	442
Contract Professional :PT	74	0	1	0	6	7
Faculty Full Time	814	42	200	121	378	741
Faculty Part Time	1108	2	8	18	58	86
	Cost:	$136,350	$577,260	$870,204	$1,405,792	
	Total Cost:	$2,989,606				1704

Personnel counts came from PeopleSoft pulled in September 2016.

UC Information Technology Subcommittee

Minutes

September 7, 2017

9:00 – 10:00

Crouse 119

Present: John Corby, Linda Barrett, Kathee Evans, Michael Carson, Enoch Damson, Aimee DeChambeau, Kevin Feezel

Items discussed:

1. Election of officers
    a. Elected: Chair: Linda Barrett: Vice-Chair: Enoch Damson; Secretary: Kathee Evans
2. Introduction of CIO John Corby
3. Discussion of goals and issues:
    a. Office 365 and student accounts
        i.   Functionality
        ii. Move to Office or G-Mail
        iii. Calendaring
    b. Help Desk changes
        i.   Upgrade technology
        ii. Do a survey?
        iii. Wiki

Minutes

University Council-Information Technology Committee

September 29, 2017   3:00 – 4:00 PM

Crouse 119

Present: John Corby, Linda Barrett, Enoch Damson, Kathee Evans, Aimee DeChambeau, Mike Carson

1. Discussion of goals for 2017-2018 academic year. Including:
    a. Consolidate email accounts to a single platform
    b. Policy about access relative to employees who leave campus
    c. Personal & Departmental storage space
        i. H:\ drive access
        ii. Cleanup of space
    d. Training for staff about various campus IT systems

UC Information Technology Subcommittee

Minutes

November 7, 2017

3:30 – 4:30

Crouse 119

Present: John Corby, Linda Barrett, Kathee Evans, Michael Carson, Enoch Damson, Aimee DeChambeau, Kevin Feezel

Items discussed:

1. Approval of UC-IT Acadmemic Year Goals

Goal	Priority Number	How Will Goal Be Measured?
Explore and investigate the consolidation of email accounts to a single platform	1	For all goals: Annual report that explains the factors to be considered, and issues a recommendation.
Explore issues involving identity management and draft suggestions for IT and HR with the overall goal being a UA written document defining electronic access to the variety of campus systems.	2	
Explore issues regarding network space/storage, including the relationship with UA's official retention policy, and draft recommended guidelines.	3	

2. Goal #1 plan of action
   a. Microsoft license expires in June
   b. Decision needed by mid-March
   c. Info needed:
      i. Factors on security, price, usability, how to transition
3. Goal #2 plan of action
4. Goal #3 plan of action
   a. ZipSpace
   b. Need to know what is current retiention policy
   c. Server disk replacement/charge-back structure

UC Information Technology Subcommittee

Minutes

December 8, 2017

3:00 – 4:00

Crouse 119

Present: John Corby, Linda Barrett, Enoch Damson, Kathee Evans, Kevin Feezel

Items discussed:

1. Mr. James Hilliard, University Records Manager, came as guest speaker Goal #3.
2. Goal #3 discussion
    a. Shared practices gleaned from web from other universities, including
        i. Temple U
        ii. U of Vermont
        iii. Florida State
        iv. Carnegie Mellon
        v. U of Minnesota
        vi. U Wisconsin-Madison