# 11.08.16 IT Directors Meeting Notes

## McKenzie 375

<table>
<thead>
<tr>
<th>Voting Member</th>
<th>Area Represented</th>
<th>Present (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Krabiel (Meeting Facilitator)</td>
<td>Interim CIO/Vice Provost for Information Services</td>
<td>Y</td>
</tr>
<tr>
<td>Shandon Bates</td>
<td>Lundquist College of Business</td>
<td>Y</td>
</tr>
<tr>
<td>Dennis Bishop</td>
<td>School of Law</td>
<td>N</td>
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<tr>
<td>Jim Bouse</td>
<td>Enrollment Management</td>
<td>Y</td>
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<tr>
<td>Corrie Bozung</td>
<td>School of Journalism and Communication</td>
<td>Y</td>
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<tr>
<td>Sara Brownmiller</td>
<td>UO Libraries</td>
<td>Y</td>
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<tr>
<td>Chris Butler</td>
<td>Athletics</td>
<td>Y</td>
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<tr>
<td>Guy Eckelberger</td>
<td>School of Music and Dance</td>
<td>Y</td>
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<tr>
<td>Garron Hale</td>
<td>College of Arts and Sciences</td>
<td>Y</td>
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<tr>
<td>Mark McCulloch</td>
<td>Business Affairs</td>
<td>Y</td>
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<tr>
<td>Kevin McGlinchey</td>
<td>Campus Operations</td>
<td>N</td>
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<tr>
<td>Tim Miller</td>
<td>Finance and Administration</td>
<td>N</td>
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<tr>
<td>Cleven Mmari</td>
<td>Student Life</td>
<td>Y</td>
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<tr>
<td>Charles Powell</td>
<td>Research Office</td>
<td>N</td>
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<tr>
<td>Gary Sullivan</td>
<td>School of Architecture and Allied Arts</td>
<td>Y</td>
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<tr>
<td>Kevin Williams</td>
<td>University Advancement</td>
<td>Y</td>
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<tr>
<td>Jeff Woodbury</td>
<td>Education</td>
<td>Y</td>
</tr>
<tr>
<td>Patrick Chinn, Ex-Officio</td>
<td>Information Services</td>
<td>Y</td>
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<tr>
<td>Noreen Hogan, Ex-Officio</td>
<td>Information Services</td>
<td>Y</td>
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<tr>
<td>Will Laney, Ex-Officio</td>
<td>Information Services</td>
<td>Y</td>
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<tr>
<td>Steve Menken, Ex-Officio</td>
<td>Information Services</td>
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<tr>
<td>Kristin Smith (ex officio, note-taker)</td>
<td>Information Services</td>
<td>Y</td>
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**Guests:** Helen Chu,

## Topic

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<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action Items</th>
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| Ongoing | - Town Hall: The second IT Town Hall meeting was well attended; format was helpful for users to provide feedback on the process.  
- The "MOU" between IS and the Libraries is now called a "Charter." Work continues on this.  
- Vid Rowan has been hired by IS as an Enterprise Systems Developer within Noreen’s group. His |              |
departure from HR left a gap in that department; Mark McCulloch has found staff to cover the work in HR.
- CAS has lost several staff members (in finance and infrastructure) Garron and Steve are assessing skill sets and working to rebalance that group.
- IS plans to hire a Business Manager by the end of the year. They are also in the process of taking over some of the CASIT HR duties.
- Corrie Bozung has been hired as the Director of Business Applications in IS. With her departure from SOJC, there will be one IT Director who cover both SOJC and A&AA.
- Transform IT:
  - The Advisory group is looking at Tech Desk support on campus. Currently looking at technology support philosophy, customer service metrics, managing tickets and the information gathered from the IT Town Hall meeting. A small group will work with Communications to draft a campus-wide survey that will be given at the beginning of the rebalancing effort, and again several years into the project.
  - IT staff meetings are ongoing. Conversations are scheduled with all IT staff on campus to determine skill sets and areas of need. Currently need developers, finding recruiting to be difficult.
  - Gary Sullivan and Guy Eckelberger will take on Project Manager responsibilities for the Transform IT project.
- IT Governance: Meetings have expanded to 2 hours, meeting once each month. A Charge (Charter) is almost complete, which defines the role of the group as a body that recommends policy and prioritization of IT investments to the Provost. The committee has approved 1 policy, the Acceptable Use Policy, which will go to General Council for final approval, then to the PAC. The Security Awareness Training policy is on hold as details on enforcement and automation are worked out. Will look at enterprise software early in 2017. Minutes from the group will be published.
- The HPC Director has been named, he begins in December and will report to David Conover. Joe Sventek will assemble a faculty committee to work with the HPC, will need faculty researchers to connect with the project.
- CIO Search: Interviews are scheduled to begin in the beginning of December.
- ITSM: A check has gone to the vendor, more news forthcoming.
- Workflow: The design phase of the project will be ready for review and sing-off by the end of this week. The term GTF will be called GE moving forward in workflow.
### Infrastructure
- Equipment is coming in; installs are being scheduled. Contracts with Juniper Pro services should be signed within the next month, training and professional development will begin in January.

### Advancement
- Apple will hold a tech conference in Dec. Kevin will send more information as it becomes available.
- Enrollment Mgmt.: Working on design/access for the ECMS, working on access, design.
- CASIT: Working on initiatives for online-education, now have an infrastructure subcommittee. Have decisions to make regarding models and their different financial impacts. Looking specifically at “bottleneck” classes such as WR121, but not sure how the new budget model will impact this; allocation of funds is still in question.
- Business Affairs: Payroll is moving to the Thompson Building- all student services will be on the first floor while business offices will be on the 2nd floor. Moves should be complete by Dec. 1. Hiring a new Banner Analyst; working with the Travel department on travel and expense software.
- LCB: The Portland building is almost complete, final walk-through is on 11/9. Working with Steven’s group on storage, will begin migrating to Allen Hall when storage is complete. Dorm Makerspace is open in Earl Hall. Update itracking software for research, and Skype for Business plans should be complete by Dec. 5.
- Libraries: Moving servers to the Computing Center. IT Town Hall meetings are ongoing.
- COE: Moving VMs to the CC, in addition to moves to AHDC. Will need to understand what firewall rules are in place. Moving the accreditation system to a hosted version over winter break, pending approvals.
- Student Life: IS storage team is installing AHDC storage. Waiting to move files, will renew Netapp storage every 3 months. The re-card project for UO Card is back on, vendor has been selected. Working with network and FW teams to move servers to AHDC.
- A&AA: Finishing up the first year of the new bulk computer purchase plan; working with Comms team to move all non-prospective student facing sites/info off of aaa.uoregon.edu.
- IS:
  - Noreen: In preparation for the next major Banner upgrade that will start ~the first of the year, the move to single sign-on for Banner INB has been postponed until late January. The current version of Banner INB relies on the NPAPI browser plugin. Firefox is ending support for this in March, 2017. Internet Explorer and Safari will continue to be supported for Banner. Information will go out

### Kevin
- Send information on the Apple Tech Conference to the group
- Jim Bouse: Send access information to users of ECMS
soon. Duo two-factor authentication contract should be completed this week.
  o Will: Drafting a document for campus defining how a firewall will work.

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<th>Miscellaneous</th>
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<td>• Discussion on open records’ requests. If employees do not archive emails on the server, when they leave there is no record. Units should consult with a records manager on records retention. Should be discussed at an exit interview.</td>
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Recorder: klsmith