IT at UC Governance

IT Council Committee
Meeting Minutes

Date: Wednesday, September 23, 2015
Time: 8:00 AM - 9:30 AM
Location: University Hall, Room 420B (Collaboration Space)

Present: Chris Edwards, Mark Faulkner, Nelson Vincent, John Hutton, Vernon Jackson, Jane Combs, Lorre Ratley, Joshua Lorenz, Beth McGrew, Dom Ferreri, Jane Strasser

Apologies: Jeremy Martin, Tracy Herrmann, Brian Verkamp, Anton Harfmann, Bo Vykhovanyuk, Xuemao Wang, Richard Miller, Bob Ambach

1. **Review and Approve Minutes – Nelson Vincent**
    - Jane Combs motioned, Chris Edwards seconded, the committee voted unanimously to accept the minutes with no changes.

2. **Welcome New Members (roster & chart attached) – Nelson Vincent**
    - Nelson welcomed new members Joshua Lorenz and Jane Strasser.

3. **Subcommittee Updates**
    - **Research and Development** (see attached update report) – Jane Combs
        i. Co-chair was approved - Bret Harnett, Director for Center for Informatics.
        ii. Adam Chekour, Professor of Mathematics from UCBA is new member.
        iii. Need a matrix to explain what types of data can be stored on Box.
        iv. Some data has been successfully transferred on the UCScienceNet from Switzerland and some internal data transfers.
            1. Need to develop queuing rules.
        v. HPC resources will be in the cloud so physical location is not an issue.
        vi. Jane will have R&D committee review the proposal from OSU to ensure it meets the needs of UC.
            1. Beth would like to meet with Jane Combs and Dom Ferreri to build in the costs for HPC needs in P+D+C.

IT Council

Committee Chair
Nelson Vincent
VP & CIO for Information Technology
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Current Committee Members
Robert Ambach
Jane Combs
Christopher Edwards
Dominic Ferreri
Anton Harfmann
Tracy Herrmann
John Hutton
Vernon Jackson
Joshua Lorenz
Jeremy Martin
Beth Mcgrew
Richard Miller
Jane Strasser
Nelson Vincent
Bogdan Vykhovanyuk
Xuemao Wang

Graduate and Undergraduate Students
Andrew Naab (U)

Meeting Schedule:
The Fourth Wednesday of the month

November 16, 2015
December 23, 2015
January 27, 2016

- **eLearning Committee** (see attached update report) – Chris Edwards
    i. Strategic planning process for eLearning.
    ii. 876 survey responses so far, goal is to have 1000.
    iii. IT Council members please complete the survey @ uc.edu/elearn.
        1. Chris would like to meet with Beth McGrew to discuss the strategic planning process impact on P+D+C.
        2. Chris will demo the lightboard for Beth.
    iv. Timeline
        1. Data collection is ending.
        2. Focus groups will start around the holidays.
        3. After holidays will start the writing phase of report.
        4. Hope to have report ready by late spring 2016.
    v. Need to provide additional training resources for enterprise level tools.
    vi. Will be standing up Analytics for Learn and Tableau servers in October.
        1. Paul Foster is presenting session on Analytics at the Faculty Showcase.
    vii. Call center 1st month 1644 tickets around eLearning – 24/7 support.
        1. 518 went to Somerset, Ky (Bb support).
        2. 3:1 ratio chat to phone call: preference is chat.
    viii. Knowledge Base statistics: 17,000 use per month with 10,000 unique users.
        1. KB articles can be embedded in LMS courses.
    ix. PIO is working on a WebEx campaign to target administrators.
        1. Chris will follow up with Dean of College of Law to discuss WebEx for their conference rooms.

- **IT Managers** – Dom Ferreri
    i. James Saunders gave a presentation on Knowledge Base.
    ii. Linda Newman presented on Scholar@UC.
    iii. Working teams are forming:
        1. Software licensing is one of the teams.
        2. Garry Casson is helping to coordinate it.
- **Information Security and Compliance** – Lorre Ratley
    i. Reviewed the Electronic Mail Policy.
    ii. Need to include in the policy allowance for a non-UC email account to reset password.
    iii. Need to add a statement in policy that auto forwarding is prohibited.
    iv. Mark has concerns about using Exchange to enforce the mobile device security standards.
        1. AirWatch may be a better choice.
    v. The committee did not approve the policy.
    vi. Mark Faulkner will meet with Bo V. to discuss his mobile device management (MDM) concerns.
    vii. Concerns for wiping mobile devices with restricted data on it in the event of a loss can be addressed by AirWatch.
        1. AirWatch can put a container around the restricted data so it can be wiped without deleting the rest of the data on the device.

- **Core Services and Share Infrastructure** – Mark Faulkner
    - **i.** No update – committee did not meet.

4. Faculty Showcase – Nelson Vincent & Chris Edwards

- Thursday, September 24, 2015 – 9:00 am - 3:00 pm.
- Accepting last minute reservations.

5. October 28 and November 25 Meetings – Nelson Vincent

- Nelson will be out town for the October 28 meeting.
- November 25 meeting is day before Thanksgiving.
- Jane Haniefy will be sending proposed dates to combine the October and November meetings.

Meeting adjourned at 9:33 am.