MEETING MINUTES
IT COUNCIL

DATE: MARCH 25, 2015
TIME: 8:00AM TO 9:30 AM
LOCATION: UNIVERSITY HALL, ROOM 420
CHAIR: NELSON VINCENT
CALL TO ORDER
Nelson Vincent called the meeting to order and reviewed the agenda. Nelson asked for introductions and welcomed Andrew Naab, the new undergraduate student body president, to the committee. Andrew is a fourth year student majoring in Political Science. Nelson thanked Christina Beer for her service and dedication representing undergraduate students. This is her last meeting.

Present: Present: Diana Noelcke, John Hutton, Tracy Herrmann, Chris Edwards, Jane Combs, Mark Faulkner, Anton Harfmann, Steve Marine, Lorre Ratley, Nelson Vincent, Christina Beer, Robert Rokey, Brian Verkamp, Dom Ferreri, Bo Vykhovanyuk

Apologies: Melinda Rhodes-DiSalvo,

APPROVAL OF MINUTES
Nelson asked for a motion to accept the February minutes. John Hutton motioned to approve the minutes, Robert Rokey seconded the motion. The minutes were unanimously approved.

BUSINESS

Topical Committee Updates

- eLearning Committee – Chris Edwards
  - Chris reminded the committee of the 3T Conference on April 11 at UC Clermont.
  - Chris will bring a report to the April IT Council meeting on the Ultra Blackboard update.
  - UC signed a three (3) year contract with Blackboard.
  - Blackboard will be down from 8:00 am to 11:59 pm May 7.
- Information Security & Compliance – Bo Vykhovanyuk
  - The first meeting focus was on agile policy framework development.
  - Committee members identified their information security concerns, with education being the biggest issue.
  - A subcommittee formed to focus on export controls and research.
  - There was an enterprise risk management educational meeting last week. The team consists of: Anita Ingram, Chief Risk Officer; Lorre Ratley, Director of Privacy; Bo Vykhovanyuk, OIS; Tara Wood, Export Controls.
  - Nelson will invite Anita Ingram to a future IT Council meeting.
- Research & Development – Jane Combs
  - Submitted a National Science Foundation (NSF) Cyberinfrastructure (CI) Engineer proposal. If awarded, NSF will fund a CI Engineer position for two years (up to $400,000 total award). Collaborators include UCScienceNet research partners in A&S, CEAS and OARNet/OSC.
- IT Managers Committee – Dom Ferreri
  - Dom discussed the staffing changes (see attached report).
- Core Services & Shared Infrastructure – Anton Harfmann
Anton will work with Gary Grafe to include information regarding accessibility in the IT Architecture Principles document.

Google Docs pilot in CECH is partially rolled out.

**Business**

- **Box Update – Diana Noelcke**
  - The user count was 2064 by March 20.
  - The committee is planning roadshows on east and west campuses.

- **HIPAA data cannot be stored on Box but plans are underway to allow it for fall semester.**

- **EIT Accessibility Implementation Plan (attachment) – Mark Faulkner**
  - UC has three (3) more weeks to finish the response.
  - Partners include the Office of Student affairs – Disability Services, IT@UC, Governmental Relations & University Communications, Office of General Counsel, Purchasing.
  - Mark thanked the team of people who helped put this plan together.
  - UC is in the first wave of universities.
  - The plan will establish the foundation for UC and create a model of compliance.
  - The plan has 3 Pillars
    1. Enterprise Risk Management
    2. Digital Enterprise Shared Services & User Centered Design Practices
    3. eLearning Resources (LMS - Learning Management system)
  - Remediation is significant; only 5% of web content is in CQ.
  - A complete overhaul of web architecture and front end is required in the next 18 months.
  - Dom Ferreri is helping to identify the gaps.
  - From a scalability standpoint, Jeremy’s group will need more support and staff.
  - Jeremy will email Jane a document regarding central web and content staffing.
  - With Adobe Experience Manager (the new name and next iteration of CQ), mobility is at the forefront on the roadmap
  - Blackboard, the LMS, is in better shape with over 6000 courses.
  - The EIT Implementation Plan is due March 31, 2015 to Department of Education, Office for Civil Rights (OCR).
  - UC requested a 30 day extension to April 30, 2015, which will provide an opportunity to negotiate with the senior level vice presidents on financial investments.
  - UC must be in compliance within two (2) years.

Mark asked for guidance from Faculty Senate regarding attendance and engagement tracking of students who are receiving federal funding. Bb, Respondus Monitor, and Splunk may help. UC also need to validate that distance students registered for a course are actually the students taking it. Robert Rokey will invite Mark and Caroline Miller to the next Faculty Senate IT Committee meeting to discuss this.

**ACTION ITEMS**
Nelson Vincent – Invite Anita Ingram to a future IT Council Meeting.

Jeremey Martin – Send Jane Haniefy the staffing document to be distributed to IT Council.  *(completed)*

Anton Harffmann – Work with Gary Grafe to incorporate accessibility information in the IT Architecture Principles document.  *(completed)*

Robert Rokey - Invite Mark Faulkner and Caroline Miller to the next Faculty Senate IT meeting to discuss attendance and engagement tracking of students who are receiving federal funding.

**ADJOURNMENT**

Nelson thanked the committee for their attendance. The meeting adjourned at 9:30 AM.