



**Project Management Office
UC Information Technologies (UCIT)**
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MEETING MINUTES IT COUNCIL

DATE: **APRIL 22, 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.

Present: Present: Melinda Rhodes-DiSalvo, John Hutton, Tracy Herrmann, Jane Combs, Mark Faulkner, Anton Harfmann, Steve Marine, Lorre Ratley, Nelson Vincent, Robert Rokey, Brian Verkamp, Dom Ferreri, Bo Vykhovanyuk

Apologies: Diana Noelcke, Chris Edwards, Richard Miller, Bob Ambach, Mary Beth McGrew, Jeremy Martin, Xuemao Wang, Andrew Naab, Daniel Traicoff

APPROVAL OF MINUTES

Nelson asked for a motion to accept the March minutes. Tracy Hermann requested one change. With the change incorporated, Robert Rokey motioned to approve the minutes. Brian Verkamp seconded the motion. The minutes were unanimously approved.

BUSINESS

- **Bundled Rate Update (attachment)-Nelson Vincent**
 - Developed in collaboration with a university-wide committee chaired by the Vice President for Finance.
 - Many services added over the years.
 - This is the first proposed rate increase in 3 years.
 - The baseline per college is \$53.91.
 - Proposing an approximate increase to \$58.29.
 - The current Oversight Committee is chaired by Jim Plummer.

- **Catalyst Update**
 - Nelson provided a brief Catalyst update (see attached).

- **EIT Accessibility Plan**
 - UC requested another 30-day extension.
 - There are approximately 800,000 web pages in CQ that need to be accessible, which is about 5% of UC's responsibility.
 - Title IV financial aid requires faculty to verify student's taking courses and tests.
 - Blackboard Analytics may meet this need.
 - University of Oklahoma & Ohio State want to partner with UC to address accessibility compliance.
 - An Ohio Task Force is looking at competency-based education.
 - Technology and eLearning are key components of competency.

- **Box Update**
 - A HIPPA compliant version of Box will roll out in fall 2015.

Topical Committee Updates (see attached reports)

- eLearning Committee – Melinda Rhodes-DiSalvo
 - Echo360 Recommendation
 - Melinda reviewed the evaluation surveys completed by faculty and students, which highlighted support for Echo360.

- eLearning Committee recommends adopting Echo360 as the standard streaming service for UC in centrally scheduled classrooms.
 - IT Council requested the Echo360 recommendation be vetted in the other four topical committees before bringing it back to IT Council for approval.
 - WebEx recommendations will be brought to IT Council next month.
 - Blackboard is undergoing an update on May 7. The system will be down from 8 am – 11:59 pm.
- Research & Development – Jane Combs
 - The committee is still looking for CEAS representations. Send recommendations to Jane Combs (combsje@ucmail.uc.edu).
 - Meetings will be held in CEAS facilities.
 - Jane provided an overview of UCScienceNet for the committee.
 - Office of Information Security (OIS) is working closely with the committee and researchers regarding security issues, with a focus on partner institutions outside of UC.
 - Jane is the interim Director for IT@UC - Project Management Office since Pat Krekeler's retirement at end of March.
 - Jane is chairing the Internet2 Metaverse Working Group, which has the specific goal of implementing standards-based, interoperable virtual spaces that are distributed across universities.
- IT Managers Committee – Dom Ferreri
 - Will be reviewing and voting on IT Architecture Principles document in next meeting.
 - They plan to establish subcommittees
 - The first one forming is an end-user computing standards subcommittee to help determine a baseline set of applications for desktop computers to make them compatible with UC enterprise applications. SCCM may be a solution.
 - Jon Adams and Don Rainwater will be presenting AirWatch, a mobile device management (MDM) tool, to the IT Managers in May.
- Core Services & Shared Infrastructure – Anton Harfmann
 - Adoption of IT Principles is pending. Feedback from other topical committees has been incorporated.
 - CSSI will give it a final review in their May meeting.
 - After review and approval, the committee will bring the finalized document to the June IT Council meeting for adoption.
- Information Security & Compliance – Bo Vykhovanyuk
 - Three new draft policies were distributed to the committee:
 - Faculty email policy
 - Student email policy
 - Electronic Media Sanitization Standards
 - Enforcement of violations were discussed
 - Subcommittee for Export Controls formed and met
 - Export Controls subcommittee will meet with R&D committee to provide guidance for researchers.

- Bo presented OIS Charter to Faculty Senate IT Committee. Robert Rokey is receiving feedback and will forward it to Bo.
- Bo presented the Compliance Framework Policy to IT Council (attached) for review and asked for feedback.

Announcements

- Reminder that Blackboard will be unavailable May 7 for updates.
- The next IT Council meeting will be in June.

ACTION ITEMS

Old Action Items

Nelson Vincent – Invite Anita Ingram to a future IT Council Meeting. *(completed - she will attend the July meeting)*

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

Anton Harfmann – 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. *(completed)*

ADJOURNMENT

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