

## IT Managers

### MEETING Minutes

February 9, 2016

9:30 PM - 11:00 PM

University Hall, Room 450

**Welcome and Meeting Objectives** – Dom Ferreri & Brian Verkamp

**Review and approve minutes of prior meeting** – Dom Ferreri & Brian Verkamp

Meeting minutes call for approval and second: January 12, 2016

- Approved, pending changes to Internet Explorer version information.

#### New Business

- eClassroom Committee – Diana Noelcke
  - No eClassroom Committee meetings were held while Diana was off on FMLA, however a report was generated by a few members of the committee.
  - A decision has been made to start over and create a new report, this time involving the committee.
  - The original report was not used to obtain funding.
  - The purpose of the report should be to define what technology should be used in which classrooms, linking classroom size to technology needs.
- Export Controls – Tara Wood
  - Defined: Regulations surrounding access to export controlled information. Involves encryption and commodity access.
    - Regulations pertain to specific countries as defined by the Departments of State and Commerce and the Department of Treasury Office of Foreign Asset Controls (OFAC).
    - Regulations also define the types of information or items that are covered by export control.
  - Licensing:
    - UC Departments may need to obtain a license to share regulated information with countries under export control limitations. Temporary licenses can be obtained for periods of 12 months.
    - If available, the use of exceptions/exemptions instead of licensing is an option that is determined by the Export Controls Office. These exceptions/exemptions have specific requirements, for instance some require the return of the commodity within a 12-month period.
  - Export Control regulations offer specific guidelines for handling travel,

## IT Managers Committee

### Committee Co-Chair

**Dominic Ferreri**

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### Committee Co-Chair

**Brian Verkamp**

Asst. Dean, College of  
Education, Criminal  
Justice, and Human  
Services

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### Current Committee

#### Members

Jon Adams  
Christian Amann  
Andrew Becker  
Clarence Brown  
Bruce Burton  
Gregory Crase  
Mark Faulkner  
William Frigge  
Erma Fritsche  
Yu-Chin Fu  
Gary Grafe  
Jason Green  
Wade Hedgren  
Don Hodges  
Dale Hofstetter  
John Hopkins  
Vernon Jackson  
Birsen Kaya  
John (Jay) Kreimer  
Daniel Kuhlmann  
John Lawson  
Emanuel Lewis  
Harry LeMaster  
Steve Morales  
Diana Noelcke  
Kent Norton  
Megan Pfaltzgraff  
Don Rainwater  
Aaron Rucker  
Benjamin Stockwell  
Christine Street  
Mel Sweet  
Eric Tribbe

sharing information, licensing constraints, virtualization, vendor relations, and contract management.

- More Information
  - UC's Export Control office has resources available for vendor screening, travel, and information sharing. They are happy to assist when needed.
  - Guidelines, resources, and contact information can be found on their website:
    - <http://researchcompliance.uc.edu/exportControls/exportControls.aspx>
- eProfessional – Group Discussion
  - eProfessional is a tool that is used by Faculty to update their vitae and manage information about research and other projects from one central location. The data could then be pulled into other sources.
  - Originally designed by Josette Riep's Software Development group for the College of Medicine.
    - Expanded use to the entire University
  - Faculty across many colleges are frustrated with the functionality and overall use of the system.
    - CECH and other colleges have reverted back to a static, PDF-based system.
  - College of Business uses a product called Digital Measures to manage their Faculty's vitae information. They are required to conform to specific guidelines due to their AACSB accreditation.
  - Upgrade:
    - College of Pharmacy and College of Arts & Sciences have both heard that an upgrade is coming soon.
    - Timing and new features are not clear at this time.
    - A focus group, including Staff, Faculty and Research resources, should be established as a steering committee to dictate new features and functionality.
  - College of Medicine is meeting with Josette Riep on 2/9. They plan to address some of the concerns with her at that time.
- Working Group Updates
  - Mobile Device Management (MDM) – Jon Adams
    - Looking into existing OIS policies to use as a basis for developing new MDM policies.
    - Including End Point Management Working Group in policy discussions.
    - The primary objective is to develop a policy to put a framework around MDM structure.
  - End Point Management – Eric Tribbe
    - Information-gathering to determine their current state.
    - Meeting twice per month to identify their tools and capabilities.
  - Desktop Device Standards – Eric Tribbe
    - Met with Dell representatives to introduce their team and goals.
    - Getting up to speed on Dell contract; learning the specifics about how the contract works.
      - Identified replacement configurations for end of life systems.
        - Updated the Premier Portal page.
      - Working out details for a CDW portal.
  - Software License Committee – Andrew Becker
    - The group met on February 3rd to discuss the charter.
    - The group came to the conclusion that the current charter was too simplified in parts. It was

too naive to think that a simple Blackboard site would be able to fix organizations problems that UC has regarding software. It was also decided that the co-chair will not be responsible for all administrative work involved in keeping the group on task and sending out updates, meeting invites. This responsibility will be split up amongst the members of the group.

- The first point below shows the starting point and the following after points to review:
    - What are the parameters or requirements would qualify a piece of software to be looked at by this group? Are we addressing everything from a browser plugin to an enterprise level software (SAS)?
    - How is software currently being acquired around campus?
      - How is software acquired by the units of the members in the group?
      - UCit perspective (Tony Q.)
  - The group decided to meet bi-monthly on the first and third Wednesday of the month.
- Information Security Policy Updates – Bo Vykhovanyuk
    - Password Policy
      - We are currently not in compliance with existing policy
      - New policy is true to what we actually do here at UC, with one big change:
        - Dual-factor authentication requirements are added for specific situations.
      - Two-Factor Authentication Policy
        - Goal is to implement via Shibboleth.
        - Pertains to central systems that have restricted information.
          - Examples: UCFLEX, PeopleSoft, SharePoint, anything with HR-, Accounts Payable-, and ESS-data.
        - Risk Acceptance policies:
          - UCIT has six months to conform to new policies.
          - Other units will have up to 12 months to conform.
          - Risk acceptance will be granted for specific situations.
        - RSA will remain a two-factor tool for UCIT Admins.
          - RSA may be retired at some point.
        - Duo will be used as a two-factor tool for all other situations.
  - Print as a Service (off-agenda topic) – Don Rainwater
    - Recently met with HP and is planning to pull together information this week.
  - SCCM Server (off-agenda topic) – Brian Verkamp
    - CECH is currently piloting SCCM management in two labs and things appear to be working well.
      - Imaging speed and performance is better than what they had before.
      - Still working on fine-tuning.
    - Three other groups are also piloting SCCM right now.
    - Could SCCM be a better, less expensive option for users of LanDesk?
  - IP Cameras (off-agenda topic) – John Lawson
    - College of Pharmacy is looking to get a quote for IP security cameras.

**Adjourn**

Meeting adjourned at 11:10 AM