IT Council Committee

Meeting Minutes

Date: Wednesday, March 28th, 2018
Time: 8:00AM – 9:00AM
Location: Teachers/Dyer Complex, Room 160

Present: Vernon Jackson, Christine Ackerman, Paul Foster, Sally Moomaw, Eileen Strempel, Nelson Vincent, Umaize Savani, Sinna Habteselassie, Victoria Wangia-Anderson, Brett Harnett, Bruce Burton, Dom Ferreri

Guests: Cynthia Ris

Apologies: Lorre Ratley, Annette Ready, Bo Vykhovanyuk, Ken Hirsh, Jane Strasser, Brian Verkamp, Robert Ambach, Adam Chekour, Mary Beth McGrew, Jelena Vicic, Xuemao Wang, Nicola Ziady

1. Welcome New Student Government Members – Sinna Habteselassie is the newly elected president for undergraduate students and Umaize Savani is the new vice president.
2. Review and approve previous monthly meeting minutes (attached)
   a. Eileen Strempel moved to approve the minutes, Sally Moomaw seconded the motion. The minutes were unanimously approved.
3. Faculty Enrichment Center (Paul Foster and Cynthia Ris)
   a. Cynthia Ris is serving on a task force, chaired by Keisha Love and Arnie Miller, to develop a Faculty Enrichment Center. The goal is to have the Center ready to be opened in August 2018.
   b. Ideas for the center are still very broad but it has a strong focus on faculty collaboration. Faculty will be further involved through forums, focus groups, and/or surveys.
   c. Cynthia will distribute a survey to IT Council for their input next week. She also encouraged members to
attend the focus group sessions that are being planned as well. Schedule of sessions will be published next week and will include multiple dates, times, and locations. Some suggestions received to date include:

i. Faculty Enrichment Center satellite sites to accommodate branch campuses.
ii. Utilize future UC intranet portal to improve collaboration and connections across campus.
iii. Include writeable tables and walls, light board, electronic bulletin board so faculty can check to see what is going on in the Faculty Enrichment Center that day.

4. UC Intranet Project (Nelson Vincent)
   a. The Intranet Project is important to UC and supported by both President Pinto and Provost Nelson. It will benefit the entire UC community.
   b. With the UC web refresh underway, some college are working to reduce the size of their websites and have cut their sites in half. An intranet may be a good repository for some of the internal content they are removing.
   c. There is consideration to use some of our existing tools such as SharePoint or Microsoft.
   d. The CDW Collaboration Tools task force will have a report/recommendation ready in April and may help inform intranet decisions.

5. CDW Collaboration Tools Status Update (Dom Ferreri)
   a. The co-chairs have completed the data analysis from the focus groups and the results were not surprising. They are compiling a report to present at IT Managers on April 10th and will share it with IT Council in their April meeting for review and feedback on next steps.

6. Capital Infrastructure Update (Bruce Burton)
   a. The network upgrade began over UC’s spring break on March 12th in Kowalewski Hall. Work is taking place in CCM node now with four buildings left to complete.
   b. Upgrades start at 4AM and finish by 8AM to minimize impact to classes and business.
   c. This will be a 24-month (tentative) project and will impact the entire UC campus.
   d. All new edge switches will be installed, phones will be upgraded to VOIP (PBX is 20+ years old), and all wireless routers will be replaced. Training on VOIP phones will be offered.
   e. A communication plan has been developed to keep the community informed of progress. At least three notifications are sent before technicians begin work in a new building. Upgrade schedule website: [http://www.uc.edu/ucit/maintenance/it-network-phone-refresh/schedule.html](http://www.uc.edu/ucit/maintenance/it-network-phone-refresh/schedule.html)

7. Other Items
   a. Agenda item for next meeting: Ransomware
      i. Eileen Strempel asked for more information regarding ransomware given the recent situation with the city of Atlanta. OIS will present on this topic in the April IT Council meeting.
      ii. Nelson mentioned several strategies in place at UC for added security such
as:

- Network upgrade in progress
- Educate community (including social media)
- Patch or replace software

b. On April 17\textsuperscript{th} Faculty Senate IT meeting Nelson will facilitate intranet discussion and possibly meet later with full Faculty Senate as well.

c. Nelson to confirm recess for IT Council meetings over the summer months.

8. Adjournment

a. Committee adjourned at 9:10 AM.