IT Managers

Meeting Minutes

August 14, 2018
9:30 AM - 11:00 AM
University Hall 454

1. Welcome – Dom Ferreri
2. Review and Approve Meeting Minutes
   a. June meeting minutes were approved with a correction.
3. HLC (Higher Learning Commission) Update – Jamie Byrne
   a. HLC will be onsite September 24 & 25. The HLC argument has been officially submitted, and uploaded to the HLC system along with the evidence. This has been locked so no more changes can be made. It is posted as a PDF on the UC Accreditation website: https://www.uc.edu/hlccreditation.html
   b. The evidence links are not clickable, as these are self-contained.
   c. Meetings have been scheduled for key contributors, and special sessions for faculty, staff, and students are being planned. Once finalized, the schedule will be published in eCurrents and on the UC Accreditation website. If you plan to attend, please review the document covering topics you are interested in prior to the meeting. These meetings are not an appropriate time to air grievances. If you would like to bring an issue up, please provide a solution as well.
   d. Gigi Escoe is the liaison between HLC and UC. Faculty credentialing is also a part of this effort. Random audits will be conducted by HLC and we will have 12 hours to respond with proof.

4. Collaboration Tools Update – Brian Verkamp
   Office 365:
   a. The College of Engineering sent a list of questions regarding Office 365. These questions and answers will be added to a webpage, which is being created. Export Control also has some questions, and these will be answered and placed on the webpage, as well.
   b. Many processes will remain the same with Office 365 – such as restoring mailboxes, delegates, employees leaving. LISTSERVs were asked about, and this will be researched, and an answer provided to the group.
c. UC’s Office products reseller, Insight, backed out of their contract with UC. We will be searching for another reseller, and Brian will update the group by the end of the week.

d. A complete audit on versions will be done and will work through IT Managers to get clients/computers updated. SysAdmins should be thinking about how to do click-to-run imaging for installations. Each individual will get up to 5 connections (devices – laptop, phone, etc.) The audits will take place this month and next. UCIT staff will be migrated first.

e. No accounts will be migrated until after the HLC visit. Communications will be forthcoming. Currently also working with Lisa Padgett so that the Service Desk is aware. No big Active Directory changes will occur.

f. It was mentioned that currently, if you log into the hub, Office and Windows are on it, which is a license violation. Need to check into this.

**OneDrive:**

a. There are many questions around OneDrive, and there is work to do in order to address these. It will be one terabyte per person to start, however, this can be easily upgraded. We will be getting a small group together to work along with the project team to do a comparison/evaluation of OneDrive and Box. If you know of someone who may want to volunteer, please email Brian.

**Intranet:**

a. Office365 can provide the foundation for the UC intranet. Kristi Nelson has asked that we form a group to develop a plan to build the intranet. Michelle Ralston, Jon Adams, Tonya Ladd and others will be partnering on this effort. Again, please reach out to Brian if you or someone you know would like to volunteer for this team.

5. **Research & Development – Annette Ready**

a. The

b. IT R&D committee is looking for new members. If anyone knows of computational research faculty members who may be interested, please ask them to reach out to Annette.

c. The meetings currently take place the 2nd Tuesday of each month at 1:00 right now – but this time/date may be changed.

d. Ohio Super Computer Center usage used to be free, however, with reduced funding, they will begin charging for usage. 100 gigs will be free, after that, research faculty will be charged. UC has agreed to provide partial funding this year and next year. 3 main researchers in A&S are the ones who use this the most and will receive a lot of the funding. A new formalized process is being developed for new researchers to request usage going forward.

e. Accessibility Course: The course is located in Blackboard at the top of the course list. The course takes about 30 minutes. The Accessibility Team is currently getting lists together by area/college of who has not taken the course to date, and will be sending this list to the Deans/Assistant Deans today or tomorrow. Those who have not taken it will then be asked to do so. The report is due to OCR on 9/25.
6. **Craig Stoelting Wepa Presentation** –
   a. The presentation will be included with the minutes, and placed out on the IT Managers SharePoint site.
   b. The team is looking for any feedback from the group. Please provide any feedback to Craig Stoelting.

7. **UCIT Capital Plan Update/Core Services & Shared Infrastructure – Brian Verkamp**
   a. Wired: The team is working on the 60W node and just finished the ERC node. French Hall was completed the week of 8/6. Campus Rec Center will start this week as well as Edwards. Libraries – gig ports – the best process is to consolidate on open ports. There are 3 gig ports per closet. You can check the gig ports to see if they are still activated for your closets.
   b. Megan is having issues with switches in PXE configs for multicast. She has reached out to the NOC. Brian will check into this, as there are concerns with school starting on the 27th.
   c. Wireless: The team is trying to determine how people are currently being impacted by the wireless refresh. Specifically, if someone is taking a test on BlackBoard, and there is a network interruption, they would lose everything. This has been tested and there were no interruptions to Blackboard tests. 4K wireless access points need to be replaced. On 9/4, the team will start CCM, Stetson, and Teachers-Dyer. The schedule is posted at: [https://www.uc.edu/ucit/maintenance/it-network-phone-refresh/schedule.html](https://www.uc.edu/ucit/maintenance/it-network-phone-refresh/schedule.html)
   d. Phones – the new phone rollout will begin in the fall, with actual dates to be determined.

8. **IT@UC Governance Committee: Updates, Strategies Information Security & Compliance – Matt Williams and Bo Vykhovanyuk**
   a. InfoSec policies and procedures will be reviewed and updated.
   b. If you conduct any UC-related business, you must use your UC email address for communications. Please help emphasize that faculty should be communicating with students using their UC email, not their personal email.

9. **eLearning – Paul Foster**
   a. The WebEx interface was changed as of this weekend on the faculty/staff interface. The student interface was completed the week before. This was not a major change, but please ask faculty and staff to look at it.
   b. Due to the HLC visit, we do not want any disruptions. Therefore, the Canopy Portal project will be delayed until December, after fall semester, and the BlackBoard Ally project rollout will also be delayed. The team is considering extending the pilot through the fall, and not doing the campus rollout until possibly spring. More information to come.
   c. The Canvas Pilot is being planned at this time. This will probably begin during spring semester. Currently checking on funding and putting together an executive steering committee.
d. Had to abolish 3 positions – the Red and Black Team. We were unable to hit the threshold for recovery; therefore, we are getting out of this business. Events will be outsourced going forward.

10. Adjourn @ 11:00AM

Attendees: Jon Adams, Andrew Becker, Clarence Brown, Jamie Byrne, Greg Crase, Dom Ferreri, Paul Foster, Bill Frigge, Rick Grant, Brian Verkamp, Dale Hofstetter, Birsen Kaya, Jay Kreimer, Terry Kunky, John Lawson, Nicke Lotts, Ketaki Mhaisekar, Megan Pfaltzgraff, Don Rainwater, Kevin Staton, Michael Tadele, Seth Thompson, Eric Tribbe, Vernon Jackson, Lisa Padgett, Annette Ready, Matt Williams, Gary Grafe, Erma Fritsche, Bo Vykhovanyuk, Steve Morales, Yu-Chin Fu, Jason Gerst

Guests: Craig Stoeling and John Kennedy

Current Membership Roster

IT Managers SharePoint Site