

Information Technology Council
Humboldt State University

Meeting Notes for: October 9th, 2007 from 2:00 to 4:00 P.M., NHE 106

Members Present: Mark Hendricks (Chair), Dave Marshall (CNRS), Jeremy Shellhase (Library), John Filce (OAA – proxy for Tera Mar), Rick Garcia (TNS),

Others Present: Cassandra Tex (SDRC), Bethany Gilden (Help Desk), Jason Hardin (IITSS), Bill Evans (IITSS), Josh Callahan (CITSS), John McBrearty (ISO), Anna Kircher (CIO), Molly Simpson (Recorder).

1. Approval of the Minutes:

September 2007 Minutes were approved as distributed (Garcia/Marshall)

2. Report Items:

Desktop Support Working Group: Marshall updated the Council noting that the group is working on a procedure for windows drive lettering.

Hendricks asked for feedback on what to a central “home” directory. Discussion ensued. Some suggested names include:

- Network File Storage
- User Drive (U-Drive)
- Univeristy Drive
- HSU-Users
- HSU Storage
- HSU-Homes
- Users

Hendricks will ask for feedback at the next Council meeting.

Messaging Working Group: Gilden reported that the group had received 8 completed RFI responses. After review, the group decided to bring four vendors to campus to present. The four vendors are:

- Mirapoint
- Microsoft
- Zimbra
- Google

The group plans to bring these vendors to campus the first two weeks of November or right after the Thanksgiving break.

3. Discussion Items/ Action Items:

Media Destruction Census and Deadline: McBrearty updated the Council on the status of the media destruction census. The deadline for departments to submit the quantity and type of media needing destruction is October 19th

4. New Business:

ITC-CSS Membership Change: Callahan stated that with the new ITS structure, the Central IT Systems and Services area would have one representative: Rick Garcia. Discussion ensued regarding the current membership list. Hendricks will email the current membership for the purpose of verifying existing membership from the ITC charter. Any proposed corrections will be discussed at the next IT Council meeting. Once the list is verified, Hendricks will send a call out for all members to be reconfirmed or reassigned.

Messaging RFI: Kircher expressed interested in knowing what specifically Council members want to see during the vendor presentations. Kircher stated that she would like to have three separate presentations - a standard presentation for all, a technical presentation to discuss technical functionality and an ITS presentation to discuss confidentiality, cost, privacy, and back-up issues. Feedback from the Council included:

- Production work flow integration
- Multiple User mailboxes
- Support for handheld devices
- Accessibility feature
- Back end and portability
- Contingencies for Internet down time – off line mode?

Kircher asked that any other ideas for content of the presentations be forwarded to her.

5. Announcements:

Garcia announced that the 561 phone would no longer be available. The replacement phone will cost twice as much, \$220.00. Anyone with questions or concerns should contact Lorrie Marsh or netops.

Garcia reported that the wireless access control rule had not yet been applied. McBrearty will initiate a procedure form l and a systat will be posted prior to applying this rule. McBrearty will also post to University Notices. Rules will be applied on October 14th, 2007.

Adjournment: (Shellhase/ Garcia) 2:45 P.M.