

Information Technology Council
Humboldt State University

Meeting Notes for: December 9, 2008 from 2:00 to 4:00 P.M., NHE 106

Members Present: Mark Hendricks (Chair), Dave Pearson (CPS), Megan McKenzie (CAHSS), Dale Sanford (OEM), John Filce (OAA), David Peters (BIS – proxy for Dave Rowe), Cassandra Tex (SDRC), Jeremy Shellhase (Library), Jeanne Wielgus (DITSS), Rick Garcia (TNS), Dave Marshall (CNRS), Toby Walker (SA), Joan Van Duzer (CELT – proxy for Kim Vincent-Layton)

Others Present: Anna Kircher (CIO), Scott Ventuleth (TNS), Lorrie Marsh (TNS), Josh Callahan (CITSS), Steve Darnall (CAHSS), Greg Osburn (OEM), Bethany Rizzardi (DITSS), Matt Koelling (SA), Molly Simpson (Recorder)

1. Approval of the Minutes:

November, 2008 minutes were approved as distributed (Sanford/ Garcia).

2. Report Items:

DSWAG: Darnall reported on the December 3rd DSWAG meeting, noting that OS Migration for Mac OS 10.6 presumably fixes many of the issues with 10.5 without any other significant differences. Kohrman will ask the Apple representative if systems with 10.5 that are not on AMP will be allowed to move to 10.6 without charge (since 10.5 admittedly has more than minor issues in a networked environment). There is not currently a campus-wide plan to migrate to Vista.

He noted that the Software Update Server is up and running. Instructions are included with this packet. For additional information, submit requests to sysadmin@humboldt.edu.

Marshall noted that vendors are required to submit VPAT paperwork to fulfill contracts for computer equipment that exceeds 15K. Marshall recommended verifying that vendors have submitted this paperwork before making large purchases.

KBOX (CASE): The KBOX is now active. To view the system and its features, contact Shawn Kohrman.

PG&E Rebate: Kohrman is trying to get the management software installed in campus computer labs in time to qualify for the 2008 PG&E rebate. The rebate is

expected to be extended into 2009. Kohrman stated that the goal is to provide full campus management by the extension deadline.

3. **Discussion Items/ Action Items:**

NAG Update: Ventuleth noted that the Network Advisory Group (NAG) is currently seeking new membership. People who are interested and willing to dedicate time should attend the first meeting of 2009. The group plans to select a Chair for the group at this first meeting which is currently scheduled for January 5th. Discussion ensued in regards to moving the meeting date to accommodate more attendance.

CATS Conference: Van Duzer announced that this years CATS Conference would be held at San Diego State. As in past years, sponsorship is available for three attendees from each campus. Interested parties should submit a request (brief paragraph explaining why you would like to attend) for sponsorship via email by Friday December 19th. More information is available at: cats.cdl.edu

Feedback on Documents (Data Center Access Policy & Service Level Agreement): Kircher distributed documents on data center access and SLA for review and feedback from Committee members. Ventuleth noted that anyone entering the data center would need training on disabling the fire suppression system. Sanford asked about VMware access and commented on the section of the policy that addressed VMware console access. Hendricks recommended changing the text to “remote console access.” Kircher noted that she would need any additional comments on the documents in the next couple of weeks because she will be bringing this to Executive Committee for approval as policy.

Work Session: Kircher announced that three work sessions had been scheduled for ITCs to work together to create campus security documents. She encouraged participation from all areas noting that in January, the next 10 campuses to be audited would be announced. The main areas of consideration are desktop management and access controls.

LDAP/Directory Information: Walker noted the Zimbra GAL works great except for some instances where peoples preferred name or the name that they go by differs from their legal name.

Zimbra Calendar Group: Koeling suggested a Zimbra calendaring group be formed. The suggestion was well received by the Council.

Campus Manager Upgrade: Ventuleth reported that Campus Manager will be upgraded to the newest release on January 6th. The upgrade is scheduled to begin at 2:00 A.M. and could continue well into the day. Wireless connectivity will be interrupted. He noted that after the upgrade, a review of the registration process would be required.

PoE and Older Network Printers: Ventuleth noted that old network printers may be damaged by P.o.E. (Power over Ethernet) Network connections. IT personnel should check with TNS before connecting old printers to ITRP2 jacks.

Rizzardi noted that over the next year the campus will be migrating to secure ports for SMTP. Instructions on what to do and the time-line for this migration will follow. Port 25 exceptions for some systems will be allowed.

4. **Announcements:** none

5. **Adjournment:** 3:16 P.M. (Peters/McKenzie)

Older Network Printers Advisory

It has been discovered that older network printers connected to special network switch ports supporting Power over Ethernet (PoE), may not properly handle or be compliant of the 802.3af standard set in 2003 by IEEE.

As a result, the printer's NIC stops working and the printer main board and/or NIC must be replaced. This is only applicable to older printers purchased before ~1998. You can typically spot these printers because they will only support network connections at 10Mbit half duplex.

These special switch ports are only in select areas of campus and are used to power devices such as access points, cameras etc.

TNS has started to change network configurations on these specific ports to disable PoE to prevent this problem. If you will be using a TIS approved device on the campus network and it requires PoE you'll need to let TNS know when submitting the connection request.

WSUS

Overview:

Windows Server Update Services (WSUS) provides a software update service for Microsoft Windows operating systems and other Microsoft software. WSUS is a locally managed system that works with the public Microsoft Update website to give system administrators more control. By using Windows Server Update Services, administrators can manage the distribution of Microsoft hotfixes and updates released through Automatic Updates to computers in a corporate environment.

How to manage: Login to the WSUS server and select Administrative Tools "Microsoft Windows Server Update Services" mmc.

Group Policy Object Configuration

Computer Configuration (Enabled)

Administrative Templates

Windows Components/Windows Update

Policy Setting

Configure Automatic Updates Enabled

Configure automatic updating: 3 - Auto download and notify for install

The following settings are only required and applicable if 4 is selected.

Scheduled install day: 0 - Every day

Scheduled install time: 03:00

Policy Setting

Specify intranet Microsoft update service location Enabled

Set the intranet update service for detecting updates: <http://wsus.humboldt.edu>

Set the intranet statistics server: <http://wsus.humboldt.edu>

More information from Microslop: <http://technet.microsoft.com/en-us/l.../cc720520.aspx>

bla

Attached Files

Attached Images

December 3, 2008 DSWAG Meeting Summary

1. OS Migration

- Mac OS 10.6
 - i. According to the Apple rep 10.6 (10.5.mended?) fixes many of the issues with 10.5 without any other significant differences.
 - ii. John Adorador has a working install on a hard drive. The intent is to try it out with the hope of deploying to the labs in Summer 09.
 - iii. Shawn will ask the Apple rep if systems with 10.5 that are not on amp will be allowed to move to 10.6 without charge (since 10.5 admittedly has more than minor issues in a networked environment).
- Windows Vista
 - i. There is not a campus wide plan to migrate to Vista for the following reasons:
 - a) There are no known issues with XP that Vista resolves.
 - b) Vista introduces known problems with some applications.
 - c) Vista would require HW upgrades on older systems which are still in use.

2. Software Update Server - Please see attached document

3. Voluntary Product Accessibility Template (VPAT)

- Before purchases exceeding \$15,000 can be approved the vendor must have submitted documentation based on VPAT regarding the product(s) being purchased.
- VPAT details are on <http://www.state.gov/m/irm/impact/52675.htm>, <http://calstate.edu/accessibility/section508/>, and in this document: http://calstate.edu/accessibility/EIT_Procurement/APPENDIX.C.VPAT_GUIDE.doc

4. KBOX (CASE)

- A KBOX server is active. Contact Shawn to request access to view the system and its features.
- **If the PG & E rebate for management software is extended into 2009, it may be possible to be reimbursed for the \$20 per system client licenses. Shawn will be contacting Tim Moxon regarding this before the end of the semester.

** Subsequent to the DSWAG meeting Shawn met with Tim and the intent is to get this done in time for the 2008 rebate.