INFORMATION TECHNOLOGY COUNCIL  
Wednesday, October 28, 9:30 am  
IACC 422  
Meeting Notes – taken by Cathy Hanson

Present: Bonnie Neas, Steve Bergeson, Jean Ostrom-Blonigen, Joan Chapek, Nick Cilz, Ed Deckard, Jeff Gerst, Kevin McCaul, Bob Pieri, Michele Reid, Marc Wallman, David Wittrock

Unable to Attend: Amber Altstadt, Eugene Berry, Phil McClean

Bonnie Neas welcomed everyone and indicated that because the agenda was fairly lengthy, she was going to review the most critical items first and if there was time would cover the other items.

Core e-mail and calendaring services proposal
Bonnie shared that the system is evaluating whether to invest in a standard e-mail/calendaring solution for core NDUS administrative services. This change could affect all administrative users, faculty and staff. Currently, the system under review with strong possibilities is a Microsoft solution. The University System possibly would pay half of the licensing cost, and the other half would become part of our current packaging for Microsoft Campus Agreement. In response to the question of what our current system costs, Marc replied that the University System currently funds the Oracle Calendaring and e-mail services for some institutions and estimates it to $500K. The Microsoft solution is a full-featured integrated solution – text, video, chat, plus other services.

If the system does adopt this solution are we ready to make the change? David Wittrock talked about our efforts 7-8 years ago to standardize on a solution, and is concerned about being sure we enlist the support of campus users – both administrative and faculty. We also need to clearly know about the financing arrangement. Marc Wallman indicated that our current Oracle calendaring system is very old and needs upgrading, some of the new features may not be adequate for our needs, and the product will ultimately be different – major changes. Bob Pieri suggested that whatever solution we adopt, there needs to be a push to have a common calendaring/e-mail system that easily interacts with home-based systems, Palms, Blackberries, etc.

Bonnie reiterated discussions have just started at the system level. We need to have a core group investigate the impact to our campus. There is a preliminary deadline of December 15, 2009 set by the system to submit a preliminary budget. We can use this as our place-holder deadline while our campus takes time to review this solution. Bonnie asked Bob Pieri to organize the Standards and Infrastructure ITAG to investigate further whether this would be a viable solution

IT Survey and Costing Study – Jean Ostrom-Blonigen
Jean talked about the IT study being conducted by the IT Division, which is also part of her PhD program. The focus is on gathering cost-related data -- particularly labor costs across the campus associated with IT support -- and asks for input on campus IT needs do determine emergent themes and priorities. Jean shared a document (attached) that showed our four funding sources. Even though it looks like we have $11M, much of it is encumbered. Three of
the funding sources come from contract services: to the University System, NDUS campuses, grant obligations, and department specific support; Student Technology Fees; and recharge services networking, telecommunications, data. The fourth source of funding is from the general fund, of which 72% goes to support 28 of the 68 IT staff, with the remaining 40 paid from contract services.

To date, 147 individuals have responded to the survey with some excellent feedback. The survey is on a Web site, and we will keep it open a couple more weeks. The study is expected to be completed in March 2010, and we will share the results with this committee and the campus. We hope this group will use the information to help us set future goals/directions.

**PubWeb migration – Jeff Gerst**
Because of the seriousness of security vulnerabilities of our current WebDev server, IT has moved forward with a plan to have all Web sites/pages migrated to either Typo3 CMS, or PubWeb, by Nov. 23, 2009; at that time we will deactivate WebDev. Realizing that this decision has great impact on many departments and faculty, the instructional services group has been working to assist with the transitioning. We are also working to clarify issues specifically related to the misunderstanding of charging for some services; in fact, we are waiving fees for sites/pages retained on the PubWeb server for this fiscal year.

Bonnie is proposing that the Web Advisory Board, which was disbanded several years ago, be reinstated, as there needs to be a high-level campus group that addresses campus-wide Web policies and guidelines. This group should be formed through University Relations. Additionally, Kevin McCaul proposed we have a small ad hoc group formed to investigate and make recommendations related to the current charging issue for PubWeb services and what they encompass. Bonnie agreed; Marc, Jeff, Jim Ross should definitely be included.

**Barry Hall update – Jeff Gerst**
We have invested $845,210 into IT equipment installed in Barry Hall, with $100K coming from the contingency part of the Student Technology Fee. What we haven’t done is plan for any type of future replacement/refreshment of the equipment in this complex. Is it appropriate for the students’ money from the tech fee to go toward supporting equipment recycling and/or upgrades? Jeff is looking for this group to start conversations related to how we should address/plan for such future IT equipment replacement.

**Update by Marc Wallman**
Marc distributed a handout to the Council members that provided a review of ECI projects that have been completed, a funding update, and a number of Web sites for additional metric information. A key project has been the new wireless authentication project. Connecting to the wireless will be much smoother and easier. Marc discussed the pie chart included in the handout that describes the ECI Revenue funding stream and usage. Projected revenues fall short and are insufficient to cover three staff members paid through charge-backs. The President’s Office has provided funding to cover the salary for the second half of FY10 for those staff members. Costs are being shifted from the typical construction billable model to a maintenance model paid by ECI. This is a serious issue and ongoing discussion to resolve funding dilemma continues to be a priority to resolve.

**Update by Joan Chapek**
Telecommunications and Emergency Support Technologies have completed numerous projects over the last year. The IP-connected infrastructure has allowed NDSU to provide telephone service to all remote locations in the Fargo area, but more significantly, it has allowed us to
serve the North Dakota State College of Science (NDSCS) as part of our single-enterprise telecommunications system. Partnering with NDSCS has helped leverage our financial resources. The 5-digit dialing among NDSU, UND, Mayville State and NDSCS is also complete. Funds that had been set aside for several years were used to complete this project. Other projects include transitioning from magnetic stripe to proximity card access, infrastructure fiber/data requirements for the downtown buildings, the Emergency Alert System, and the first phase of installing a centralized surveillance system that will integrate with CBORD to make for a strong security system designed to protect our campus community.

Bonnie concluded the meeting by indicating that the IT Division has indeed accomplished much this past year and looks forward to working with this committee in helping us evaluate future campus needs and providing potential solutions. Additionally, she shared that Jean will continue to visit NDSCS once a week to continue strengthening our partnership and leverage our resources.