Information Technology Coordinating Council (ITCC) Meeting Minutes

April 30, 2008


Guests: Tom Board, Associate Vice President, Cyberinfrastructure

General Updates – Patricia Todus, Information Technology:
Ms. Todus reported that David Carr, Director of Telecommunications & Network Services has taken the position of IT Director on the Qatar campus, effective May 19th.

A new campus video conferencing and classroom support center location is now open at Tech, L323.

Ms. Todus presented an update on Google Apps. All students not now in Google will be automatically given a Google gmail account in the fall term. At this time seniors have an 89% opt in rate, juniors 70%, sophomores 69%, and freshman at 75% and the percentage of all undergraduates is 68%. Graduate and students are receiving an email encouraging them to sign up. The entire Law School student body, all 741 students, is on Google Apps.

During the upcoming summer months, NUIIT will be replacing our home-grown Identity Management System, SNAP; with a new system we are calling NU Validate. NUIIT Information Systems Architecture and Technology Support Services are currently working on the development and migration of several authenticated Web pages, such as NetID and password pages, Edit Your Online Directory, and the NetID Admin pages.
To facilitate a successful rollout, NUIT will be hosting a special “First Look Demo Session” for the fifty-plus NetID administrations across campus, to share some important details prior to the implementation. They will get a preview of some of the changes that they will be facing in the new system, including a new “look and feel”, a new NetID Admin page, a more secure NetID password reset process, and we’ll share our rollout strategy for schools and departments.

NUIT will have the Oracle Collaboration Services in test for a pilot of email and calendaring in September 2008. A decision has been made to deploy these two functions to the University in a phased manner beginning in January 2009. This will be followed by document management and the other functions. Meeting Maker has been upgraded to the most recent version.

Ms. Todus reported that beginning September 1, 2008, University Services will handle all software purchases. There will be an interim period of one month between July 31st and September 1st when the University community is asked to purchase software by using a P Card or a Purchase Order. This will end September 1st when University Services officially takes on the software purchasing role.

Ms. Todus advised the Committee that the faculty generated Vision 2020 Report is the basis for the planning for research computing needs. Since the issuance of the report, the Research and Administrative Computing Committee has focused on updating the computing demand curve and reviewing alternatives to provide the level of research and administrative computing in the short and long term. The Vision 2020 Report also included the need for researcher support across domains. Personnel to begin addressing this need have been requested in NUIT’s Fiscal Year 2009 budget document.

Ms. Todus invited Tom Board, Associate Vice President of Cyberinfrastructure to present an Update on the Computing Environment for Research and Administration (presentation attached).

Member Roundtable:

Sheila Driscoll – Student Affairs
Ms. Driscoll reported that Student Affairs is rolling out wireless, emergency phones, turning off hard wired telephone, and is planning to improve cellular technology in residence halls at a cost of about one million dollars. These projects will be completed by this fall.

Ingrid Stafford – Office of Financial Operations
Ms. Stafford told the Committee members the Office of Financial Operations is working with Project Café. She said they have made progress in the past couple of months and Phase I is further integrated. She said that functional testing begins May 19th and they are looking at a very tight time frame since they are also training the NU community at the same time. It’s challenging to integrate performance while testing is taking place; however, they have planned three mock monthly closings in two week cycles.
Bill Hayward – Administration & Planning
As follow-up to an earlier discussion regarding surveys, Mr. Hayward reported that the Provost’s office surveyed faculty this year and received a response rate of 55%, but with significant effort (many reminders and the survey was open a significant period of time). Other surveys are being launched soon by University Relations - Communications Survey, a Library Space Planning Survey, as well as a Women’s Center Survey. (The first two subsequently launched in May, the Women’s Center survey was postponed.) He explained that getting a good response rate takes some effort. He also pointed out that in recent years, we are conducting more surveys and as a result, we can learn best practices from one another. He added that Eszter Hargittai, Assistant Professor, Communication Studies, School of Communication has conducted student surveys relating to her research, assisted by Brian Nielsen in Academic Technologies and that she is presenting findings that might be of interest to IT and others. The goal of her research is to learn about how people use the web in every day life, and how differences in Internet use may contribute to social inequality.

Ken Woo – School of Continuing Studies
Mr. Woo said the School of Continuing Studies recently celebrated their 75th anniversary and they are planning an open house for students. Betty Brugger and Ann Dronen of Management Systems have been working with the School of Continuing Studies to get non-credit classes onto SES. This has been completed.

Pamela Beemer – Human Resources
Ms. Beemer reported that Human Resources is going wireless on the Evanston Campus. Project Cafe interfaces will enhance timekeeping, and at this time, they are kicking-off; e-benefit changes online, and e-development is being enhanced. Human Resources is building bridges with others in the Northwestern University community and has developed a Higher Ed Consortium which is in dialog now and hopes to expand their approach to offer recruitment services to family, faculty, post-doctoral trailing spouses and others.

Human Resources would like to identify and track persons outside the University who have a need for a Wild Card or other University information in a secure University environment. They want to enhance salary planning and make it easier internally. Non-exempt staff will be using Kronos one year from now.

Michael Besancon – McCormick School of Engineering and Applied Science
Mr. Besancon said the University of Tennessee is interested in the McCormick School of Engineering and Applied Science faculty system developed in-house. McCormick School of Engineering and Applied Science is working with the Technology Transfer Program to export the information to them.

Brian Peters – University Services
Mr. Peters reported that University Services has been recycling older Personal Computers that have been sanitized and hard drives wiped out by Information Technology staff.
When the procedure is complete, University Services makes these available to non-profits in the community.

**Cathy Grimsted – Weinberg College of Arts and Science**
Ms. Grimsted stated that Weinberg College of Arts and Science is working on the Faculty Service Request System support. They rolled out a new web site, and a new service request system that Information Technology is tracking and running for them.

Ms. Todus asked committee members to send her their comments about the need for larger faculty email attachments prior to our next meeting in order to address Ms. Grimsted’s request for information on this issue.

She said that at the next ITCC meeting she would like member input into the University’s Information Strategic Plan.

**Next Meeting**
Thursday, July 24, 2008
9:00 – 10:30 AM
Rebecca Crown - Hardin Hall