Information Technology Coordinating Council (ITCC) Meeting Summary
10/15/09

Attendees: Linda Bennett – Alumni Relations & Development; Rebecca Cooke – Feinberg School of Medicine; Sheila Driscoll – Business & Finance/Student Affairs; Simon Greenwold – Graduate School; Jack Pruitt – Office of Budget & Planning; Jake Julia – Academic Initiatives, Office of Change Management; Betty McPhilimy – Audit & Advisory Services; Rick Morris – School of Communication; Brian Peters – University Services; Ingrid Stafford – Office of Financial Operations; Douglas Troutman – IT/Medill School of Journalism; Ken Woo – IT Director School of Continuing Studies; Don Workman – Research Operation, Office for Research; Patricia Todus – Assoc. VP and Deputy CIO, NUIT, Chair.

Absent: Stu Baker – Assoc. University Librarian IT; Pamela Beemer, Assoc VP & Chief HR Officer; Coleen Coleman – School of Education & Social Policy; Steve Green – Athletics/Finance; Kathleen Hagerty – Kellogg Administration; Richard Lueptow – McCormick School of Engineering; Rene Machado – School of Music; Michael Mills – Provost’s Office; Jean Shedd – Provost’s Office; Mort Rahimi – VP and CIO, NUIT.

Guest: Clement Stokes - Director Emergency Management, University Police Administration

General Updates – Patricia Todus

- **Status of Collaboration Services:** Ms. Todus reported that the Evaluation sub-committee of the ESSC completed their evaluations of in-house Collaboration Services vendors and reported their findings to the ESSC. The ESSC will discuss these findings at their November meeting.

- **Al Jazeera NUTV:** Al Jazeera was made available on NUTV in September. This was a joint effort of NUIT and the Medill School of Journalism.

- **NU Validate:** NUIT has stopped the scheduled deployment of NU Validate because of database problems. Ms. Todus said she will review the proposed deployment plan next week and an announcement will be sent to the NU community with the new deployment dates.

- **New Apple Software Agreement:** Mr. Konrad, NU Purchasing, has been approached by Apple with an offering somewhat similar to Microsoft Compass agreement. He will review the Apple offering with the Technology Leaders next week. (Update: The Technology Leaders met with Mr. Konrad on October 19 and agreed that the proposed Apple offering had no value to NU).

- **Policy Review Committee Activities:** The Provost has approved the Policy Review Committee’s recommended Policy for Policy Development and Approval. University Audit and Advisory Services is working with University Relations staff on creating a University Policy website. Several policies have been reviewed by the Policy Review Committee and forwarded to UCC for their input:
  - Firewall
  - Server Certificate
  - Records Retention
  - Red Flag

- **Research Computing Cluster – (Quest):**

  Quest will be operational in December for Pioneer Adopters. As of this meeting they include:

  - Jindan Yu, Hematology Oncology, Dept of Medicine, Feinberg
  - Laurence Marks, NUMIS, Material Science and Engineering, McCormick
  - Vicky Kalogera, Theoretical Astrophysics Group, Physics and Astronomy, WCAS
• Warren Kibbe, Clinical and Translational Sciences Institute, Feinberg
• Chris Wolverton, Atomic-Scale Computational Materials, Material Science and Engineering, McCormick
• Julius Dewald, Dewald Research Group, Physical Therapy and Movement Sciences, Feinberg
• Jianmin Qu, Theoretical and Applied Mechanics, Civil and Environmental Engineering, McCormick
• George Schatz, Schatz Research group, Chemistry, WCAS
• Vadim Backman, Center for Biophotonics, Biomedical Engineering, McCormick

The IT Research Computing Website has been in production since mid-September. Information and links to the Quest allocation request form will be available in conjunction with release of the Research Computing @NU community website the week of October 19th. Research Computing @ NU Website is a new community site at Northwestern University that brings attention to the computational science practices associated with many of the great research advances at the University. Two researchers (Schatz and Vanderlee) who utilize high performance computing platforms have had articles on this website focus on their significant research advances.

This fall NUIIT will host workshops for NU researchers for introductory sessions of Quest and Mathematica on both campuses.

• University Information Technology Strategic Planning Summit:

NUIIT will host an Information Technology Strategic Planning Summit in support of the University's strategic planning effort. School and departmental members and stakeholders on campus will have the opportunity to offer their input that will drive the information technology environment at Northwestern University going forward.

The morning session will focus primarily on the business administration of the University, while the afternoon session will center on the academic/research environment.

Preparedness for H1N1 Virus (Clement Stokes)
(See attached presentation)

Roundtable (Members)

• Don Workman (Office for Research): Mr. Workman mentioned that changes in firewall protocol impacts performance access for the on-line systems. He asked that NUIIT send out a message to all affected parties indicating status if this happens again.
  Mr. Workman advised that the Office of Research has completed the federal reporting necessary for NIH grants. These grants will upload on the Federal website.
• Cathy Grimsted (WCAS): Alteris is up and running. This will provide computer support to users without involving WCAS IT support staff.
• Jake Julia (Office of Change Management): Mr Julia updated the council on the search process for the VP & CTO position. A search committee is being formed comprising of faculty, deans, and students. The search committee will request input from key constituents and will utilize a search firm. Mort Rahimi plans on staying until the end of the fiscal year. The new position will report to the Provost and Sr. Vice President of Business and Finance.

• Ken Woo (School of Continuing Education): The second online program, Public Policy & Administration MA is in place. 30 people have enrolled.

• Ingrid Stafford (Office of Financial Operations): Ms Stafford commented that the in-house email and calendaring evaluations have been completed by Jim Konrad’s group. All the effort the Financial Operations has done regarding NU Financials, security, administration and chart maintenance is appreciated.

  The reports are being handled centrally for the greatest efficiency of properly formatted reports and timely submissions on the Recovery.gov website.

  Jay Walsh, VP for Research, has requested focusing upon improving the system for reporting Tech Transfer information to and from Auditing and Budget. Project management for this task has been established. Vendor offerings are currently being evaluated. Ultimately, improved financial reporting for inventions, royalties, and patent information is the goal.

  Year end close went smoothly, but a week later than planned. There were a few issues on the rollover of the fiscal year, but the core financial reporting went without major issues.

• Linda Bennett (Alumni Relations & Development): A three way joint collaboration has been established between NUIT, Project Café and OARD Development systems groups to upgrade the AIMS system.

• Brian Peters (University Services): GPS-fed maps are now available online for the Ryan Field shuttle route and the student shuttle routes, including the Evanston Loop, Campus Loop, Shop N Ride and the Frost Bite Express. The intercampus route is serviced by another bus company which is taking longer to provide us this function. This information stream details anticipated time arrivals at the bus stops and can be access from computers, but not PDAs (although it worked on an Apple iphone).

• Rick Morris (School of Communication): Departmental email addresses for rotating positions (i.e., chairs) has been established providing for smooth management and business transitions.

• Jack Pruitt (Office of Budget & Planning): Mr. Pruitt related that Budget, as a part of an ESSC sub-committee, is completing their review of Collaboration Services costs.

• Rebecca Cooke (Feinberg School of Medicine): New, individualized faculty conflict of interest forms have been produced. These customized surveys will be electronically submitted by faculty and will disclose financial and research relationships before Federal Government makes it a requirement. Feinberg administration is viewing this added information on each MD/researcher website as a positive for the community.

Meeting end: 10:30 AM

Next meeting:
Thursday January 21, 2010
9 – 10:30 AM
Rebecca Crown Center – Hardin Hall