Information Technology Coordinating Council (ITCC) Meeting Minutes

January 25, 2007


Absent: Frank Cervone – University Library, Coleen Coleman – School of Education & Social Policy, James Hurley – Budget Planning, Jonathan Lewis – Feinberg School of Medicine, Rene Machado – School of Music, Jeff Miller – Feinberg School of Medicine, Brian Peters – University Services, Mort Rahimi – VP and CTO Information Technology, Rita Winters – Law Administration

General Updates: Patricia Todus – Information Technology

Ms. Todus reported:

- The TRC/CDW software web site will be turned off on Friday, January 26. On January 31st, the SHI web site will be open to receive institutional orders and eAcademy will handle personal purchases. This change was made in response to customer feedback regarding the poor service from TRC as well as CDW’s inability to process CUFS number purchasing.

- We are in the process of launching a new web mail system based on the Hoard IMP product. Rollout is targeted for late February, early March. We will hold Tech Talks for the community, as the date approaches, to ensure that everyone is well informed about the new tool. Our goal is to replicate the basic functionality that is available in our current web mail system, while eliminating the performance issues that we’ve been experiencing with the current software product (EMU).

- Communication Assistance for Law Enforcement Agencies (CALEA) – The University has determined that it operates a private network and is exempt from the regulation; therefore, no forms will be filed with the FCC.

- Payment Card Industry/Data Security Standards (PCI/DSS) an audit of the University’s e-merchants, has shown that 16 are currently compliant, with 11
working towards compliance. Outstanding issues vary from documentation to Network Address Translation (NAT) requirements.

- There is an Information Security Panel on Tuesday, February 13, 2007 at Hardin Hall, 2-4 PM. The purpose of this meeting is to examine the actions that these selected school/departments have taken to enhance their information security practice. Featured at this meeting are Simon Greenwold-Associate Dean-The Graduate School, Warren Kibbe-Research Associate Professor-Cancer Center, David Takehara-Director-Financial Systems, Jim Webb-IT Director-SESP.

**NU Google Initiatives: Patricia Todus – Information Technology**

Ms. Todus reported:

Google partners with the selected universities on a number of important new technology initiatives. Northwestern University Information Technology and the Northwestern University Library have worked with Google during the last year to introduce:

- **Google Scholar** – Google Scholar provides a unified search of scholarly collections, including theses, peer-reviewed journal articles, books and abstract collections. Google Scholar is especially valuable for searching online journal collections such as JSTOR, ScienceDirect, and other restricted-access sources. Search hits by Google Scholar for restricted-access material normally returns an abstract of the book or article, not the full text.

  The University Library signed an agreement a year ago to participate in the Google Library Links Program which enables Northwestern users of Google Scholar to find live links in their Google Scholar searches, taking them directly to the full text versions for any electronic material that is licensed to Northwestern community members by the University Library.

  The Library is also working directly with Google Scholar engineers to incorporate over two million NUcat records of monograph holdings at the University Library. Adding these NUcat records to Google Scholar will bring even greater benefit to Northwestern University users of Google Scholar, and this partnership represents the first such incorporation of institutional monograph records that Google has done with a university.

  Northwestern University Information Technology will be adding a Google Scholar feature to the next campus upgrade of the Blackboard course management system at the University, scheduled for summer 2007. The feature will allow instructors to add pre-formed Google Scholar queries to their course sites, as well as to more-easily add Google Scholar content into course materials.

- **Google Video** – Northwestern University has signed a partnership agreement with Google for privileged status of Northwestern University video content within the Google Video repository. To date, Northwestern University Information
Technology has uploaded 24 video programs totaling 20 hours, to Google’s searchable beta video repository. Northwestern University Information Technology will be adding 17 more video programs during the winter quarter 2007, doubling the current hour count. The Northwestern University partner page is at video.google.com/nu.html.

Northwestern University is one of less than a dozen universities that have been given privileged status by Google for non-exclusive distribution of selected video from the video site. The educational advantages of the Google Video platform are probably greatest for universities which have a strong course casting commitment, such as Berkley and Stanford, and which Northwestern does not. But, the Google video portal provides another powerful distribution channel of video for Northwestern research centers and performance events – a service that our society and culture increasingly looks to as a means of creating organizational identity.

- **Google Apps for Education** – The contract is nearing completion for Google email for students. The NU legal department is comfortable with the privacy, security, and liability provisions that are included in the agreement. This contract will cover services for undergraduate students, graduate students (except Kellogg and Feinberg), and alumni. Graduating students will get to keep their email address and services after graduation. The current plan is to keep them within the same domain.

  The current plan will launch email, calendar, and Google Talk (includes IM). Once the agreement is signed, it will take approximately twelve months to ready the system so that existing students can opt themselves into the system. We’re targeting December 2007 for early admissions as the first batch of ‘gmail by default’ users. The University of Pennsylvania is in a similar position/stage with Google. Google is talking to many of the CIC schools and other peer institutions.

**Project Café Update: Jake Julia - Office of Change Management**

Mr. Julia reported that the critical path functionality for Project Cafe will be implemented by September 2008. Facilities management (FAMIS) and budget planning (Cognos), as well as other functionality, will also be implemented by that time. Initial implementation of InfoEd is scheduled for July 2007.

He noted that OCM will have overarching program management responsibilities ensuring that all of the Project Café related systems efforts are coordinated and on schedule. OCM is hiring two/three project managers to do this. Starting in February/March, ESEC will see a “dashboard” reflecting the status of these efforts.
Member Roundtable

Frank DiSanto – Office for Research
Mr. DiSanto reported that in preparation for the implementation of InfoEd, a process has started to cleanup the data. The IRB system is deployed partially and will continue in 2007. The Animal Care System will be deployed in mid-February.

Simon Greenwold – The Graduate School
Mr. Greenwold reported that the Graduate School is now on its’ own server. He said there is a pilot with WCAS providing online CV of students which updates the page of the school. The impetus for this was the elimination of pub web. He indicated that the Graduate School was working closely with Northwestern University Information Technology to deploy a self service model in SES for student application, approvals, etc. The roll out is this spring. They are also in discussion with Northwestern University Information Technology on the centralized NetID activation and support functions. He added that they are working with Bill Hayward on the NRC survey ranking of doctoral programs.

Bill Hayward – Administration & Planning
Mr. Hayward said Data Warehouse’s first focus is financial reporting. He said they have a scope document to ESEC which lays out the timetable. There is also a survey group that meets quarterly to coordinate surveys for students.

Michael Besancon - McCormick School of Engineering and Applied Science
Mr. Besancon told the committee that MEAS is working on a pilot for graduate admissions systems with Apply Yourself for access by faculty.

Paul Matijevic – Office of Alumni Relations & Development
Mr. Matijevic reported that the Office of Alumni Relations & Development has been improving their network over the past year including in their remote offices. They are beginning to review social networking for alumni.

David Keown – Kellogg Information Systems
Mr. Keown discussed the Kellogg School of Management Microsoft Exchange implementation. He reported the study rooms have been updated with plasma screens and central laptop plug-ins and that they plan a web site overhaul including focus on faculty research. They will soon choose a web content management system. With regard to security, they are working on a tool to identify personal sensitive information on PC files. They are building a tool in-house and piloting it this week. DT search is difficult for end users and they need this tool to automate it. The Social Science Computing Cluster is working well for WCAS and KSM.

Guy Miller – Human Resources
Mr. Miller reported that the open enrollment system changes were very successful. They need to enhance it further for new hires, but they have 27 projects on their list. All new
PC’s in Human Resources are fully encrypted PGP at a cost of $100/machine. eRecruit will be enhanced later this year.

David Takehara - Controller’s Office
Mr. Takehara said the Controller’s Office is working on new e-commerce policies with Northwestern University Information Technology Security. He added that PC scanning is a task which requires periodic scanning of old and new PC’s and is a forever task.

Rick Morris – School of Communication
Mr. Morris told the committee that their new web site will launch in the spring. It is home grown product. He said they are very interested in virtual servers and geographic diversity, and they are working with Northwestern University Information Technology Computing Services.

Betty McPhilimy - Auditing & Compliance
Ms. McPhilimy reported that Rita Moore left Northwestern University and finalists are being interviewed for an Information Technology Auditor.

Lyn Bourne Weick - Weinberg College of Arts & Sciences
Ms. Weick said that WCAS is looking at laptops and desktops that will support the new systems as they are deployed.

Ken Woo – School of Continuing Studies
Mr. Woo said that they will have two new distance learning classes this fall using a blended learning model, including faculty weekly sessions with students. He also said that non-credit students in SES go live in Release 9. They are currently renovating Weiboldt Hall, all classrooms and the first floor.

Douglas Troutman – Medill School of Journalism
Mr. Troutman discussed the use of on line applications “Apply Yourself”. He said they are exploring collaboration software and have purchased a web content management system that will be deployed first in Chicago newsroom, and next in the Washington, DC office. He said their laptop program is in its second year.

Michael E. Mills – University Enrollment
Mr. Mills said that University Enrollment is replacing their home grown system with Recruitment Plus. He also said that the new Registrar, Patrick Martin, arrives on Monday from Arizona University, and he has significant Peoplesoft experience.

Meeting adjourned

Next Meeting:
Thursday, April 19, 2007
Rebecca Crown – Hardin Hall
9:00 – 10:30 AM