



August 5, 2010

Present: Susan Cherry, Jim Cook, Denise Grinnell, John Urbanick, Jim Maat, Scott Thede, Jennifer Thede

Updated room presentation equipment. There is a new type of table that has boxes in table for cabling and there are some solutions for cabling mgmt. There are four options:

A. Use a self contained solution from Steelcase that comes in three pieces and once put together is static to the room (can't be moved around w/o disassembly within the room). However, it can be disassembled and moved to a different room. The only service requirements are electric and network. The unit would have two 42"-46" LCD panels. It would take out two seats since the display panels mount at the end of the table. It allows for showing two different computer screens or duplicating one computer screen on two displays.

B. Use the traditional projector, pulldown screen, in conjunction with A/V Track to provide two pods at each end of the table for network, power, and video. Option A and B are about the same cost.

C. Do option A and add a project and screen to address distance viewing issues. This is the most expensive option.

D. Option A without the attached LCD panels and use a projector, wall mount screen and one section of A/V track. This option will work with the hardware in the table.

E. Place a lectern with a computer, wireless keyboard, and wireless mouse and use the projector and pulldown screen approach. No pods at the table to connect laptops for group collaboration as an option.

Key IT Priorities Meeting – John

How can we purpose IT resources appropriately to meet University needs. John shared the notes captured at the meeting and shared with the group. IT feels they need more direction. There is more need for infrastructure support at Kendall/GR. The discussion went well and there was large support for what IT does and there was a long discussion on customer expectations, especially with students. What are the top 5 priorities? John will organize the information.

Start of Semester Updates – All

The managers updated everyone on their progress for semester startup. Jennifer will combine all updates into a single document.

Scott: Classroom loads are happening but faculty week will likely present last minute considerations. Scott reviewed his semester startup updates. Scott said he needs real-time communication avenues such as radios; the current pager system is not providing that.

Jim M: Projects are east campus apts (phones, cabling, cameras, cable TV, etc.). Wireless installed in Merrill and expanded to installation in Travis. Persona training occurred and Banner integration to come. Equitrac print management system is going well. STS will present Equitrac and Bradford training to Res Hall leaders. Denise asked to see a screen shot of the program. Bradford network access control implementation (CCA replacement) is going well. STS will be out in the res halls and IRC helping students from Aug 23-28 (closed Thurs). Res hall phones will only have instruments in staff rooms. Res hall labs not happening are Merrill-Travis and Brophy McNerney, as decided by Jon Shaffer. 10 lab computers reduced.

Susan has been updating websites and making more Adobe Captivate videos for new employee orientation. There is a feature on the main page aimed at students and making their transition to campus easier (Campus Technology Guide). Susan shared the TAC hours schedule for move-in week and fall. Working with HR on Bruce's position replacement; looks like it will transfer from an admin position to CT. Susan asked if we could assemble all the startup updates from the managers and consolidate them. Jim M will find out when the RA's move in.

Denise said FerrisConnect is being upgraded tonight. PharmCAS , switch Java to a more recent version, iTunes U and Moodle pilots in fall, possibly. Java calls seem to be the biggest time consumer.

Jim C said Bradford networks scheduled for completion – Aug 13, Passport for KCAD scheduled for completion – Aug 12, Wireless for East Campus Apts scheduled for completion – Aug 20, Persona Card Access – ETS part has been completed as of Aug 5, Security Cameras – East Campus Apts scheduled for completion – Aug 20. Other Issues: iPrint Upgrade – Aug 5, Backup Issues – Completed Aug 5.

IT Annual Plans – John

John refined the annual IT plans again. John handed it out to the managers and asked them to send any modifications by noon on Aug. 6. The list is not in priority order.

Other topics of interest for the good of the group and/or semester start up

ITS Ice Cream Social scheduled for 8/12. ITS staff and students invited.

Open Positions

John is continuing to hold 2 positions but he is concerned about being prepared for fall semester. The changes in IT won't be completed before needing to fill the positions.

Round Table

John said he doesn't think he'll have the approvals to do the things he wants to do within an appropriate time frame to be ready for fall semester. John said the managers could read the HRPP policy 4:16 policy at their leisure. John will be on vacation Friday August 13 thru August 20, 2010. Scott Thede in charge during this time.