

ATTENDEES

Attendees: Susan Cherry, Jim Cook, Jim Maat, Jennifer Thede, Scott Thede, John Urbanick

AGENDA ITEMS

Staff & Student Safety – Distracted Driving

Ferris has contributed to a distracted driving video (Remembering Ally) that was shown at the A&F staff meeting, and John showed it to the group. There is a Ferris business policy (and state law) addressing texting while driving and other safety precautions. <http://www.youtube.com/watch?v=qQx9MJxfolU>.

Transitions and Communications

John sent out an ITS summer update memo. How can ITS communicate these transitions to our customers best? Susan created a chart that can help guide the communication. Next month will be a Lunch & Learn at Telecomm next month. Susan still working on website changes, campus map changes, sign changes, etc. Jim Maat needs to make sure that his staff knows where emergency locations are for fire/tornado in Rankin Center.

Scott shared his executive summary, org chart, workgroup (pod) locations; this is per the three year IT strategic plan. A UWN will go out about the transitions, too. VFS, BUS, WES and FLITE have the correct staff assigned to those areas. There are minor details to work on. John would like a list made of IT related-topics for the semester so the customers know; that to be done by next staff meeting; Susan and Jody to work on the document.

Start of Semester

Scott's concerns: AV space in FLITE is available until the end of August but the space in West is being deemed a "project" by Physical Plant so that is slowing things down. Classroom readiness will start around August 20th; there is a checklist that techs follow.

Jim Maat said iConnect plans are going well.

Susan is working on some marketing on how the Ferris WiFi will benefit the employees. Susan can send a UWN Monday and Ferris WiFi will be available Tuesday.

Jim Cook said the radius server needs to be upgraded but there might not be time to do it before semester.

The HR/Pub Safety AD migration is pushed back until after semester startup.

Projects Update

24x7 contract for outsourcing support should be finished in September. Four PT staff are hired. FLITE library catalog software upgrade is in process, satellite IT area, student employee hires happening, PCR funds are available, so we can work on reports and start that projects a few weeks after the semester starts.

Service Desk Software Negotiations Update

Cherwell contract is with VP Scoby to sign and should be back in a day or two. We need to assign a project lead for the implementation. We have asked Cherwell for some model project implementations so we can build on those. If anyone has an idea for a good project lead for Cherwell implementation, let John know: UPDATE: Jim Cook is the project lead.

Round Table

Jim Cook hopes to have the Concur project closed tomorrow.

ADJOURNMENT