

## Information Technology Services Leadership Meeting

December 6, 2005

### Minutes

**Attendees:** Harry Berger, Roger Bielefeld, Kevin Bracy, Dave Dominish, Lev Gonick, Jeff Gumpf, Peggy Gup, Alan Hauptman, Barron Hulver, Priya Junnar, Pat Kost, Dave Kovacic, Tony Kramar, Mike Kubit, Mace Mentch, John Morton, Nate Murphy, Colleen Nagy, Steven Organiscak, Rick Parkin, Beth Quinn, Chet Ramey, John Russell, Wendy Shapiro and Jill Tatem

Pat called the meeting to order at 9:00 a.m. The minutes from November 15 were approved, and will be posted on the ITS web site.

#### ITS Project Portfolio

John Russell talked about automated project status updates. Projects can be updated by the managers at any time; this is the first week that all the Directors will be able to enter information. He briefly demonstrated how the program worked, and how projects can be viewed by date, project number, project name, date and department, department history, week or completed projects.

#### Year-end/Winter Break Projects

Directors shared updates and summarized their year-end and winter break projects:

#### Technical Infrastructure Services

No data center shutdown is currently planned  
Continue Oracle Collaboration Suite work with focus on: OID fix, Oracle RAC, Multiple mid-tier servers, E-mail inter-connection and bringing all of ITS into the alpha test  
Finish work on installing the upgraded EMC storage system  
Continue Data Center planning and budget process  
New mechanism for sending mass e-mail for University offices  
Complete network backbone infrastructure planning, budgeting, and award work where possible  
Final deployments and completion of the VoIP project  
Begin deployment of Unified Messaging  
Automated notifications of affiliate account expirations

#### Instructional Technology and Academic Computing

##### Audio/Video Production

Deploy 2nd edit suite  
Add 4th encoder to enterprise encoding network  
Deploy additional rack for MediaVision servers  
Rebuild Apreso capture systems  
Staff training on new production switcher and cameras  
Enable production intercom systems, tally and return  
Provide audio training for staff technicians  
Work with TIS on "protected" MediaVision production network

Enable fiber-channel connectivity to 3TB video SAN

#### MediaVision Courseware

Add dedicated network connectivity for MediaVision streaming infrastructure

Prep lecture halls for Spring courseware locations

Complete analysis and report on student survey and faculty focus group

#### PerceptIS

##### Year End

Updated Customer Email

ITS / PerceptIS Housewarming – Resolverfest II

MCNO ResultsPlus Implementation

Adelbert Backup Service Implementation

##### Winter Break

Web submission of tickets

Elimination of email reporting to Help Desk

Care Package Backup Service Implementation

Clear out existing backlog

Prepare for Spring Semester workload

Update Primus scripts

Prepare Communications

#### Research Computing Projects

Pilot cluster software installation:

gridMathematica, MSC.Marc, R by end of year

MATLAB, Gaussian in early 2006

HPC Planning:

Identify costs: data center, staffing/operations, HW, SW by end of year

Other by end of year:

Recommendation to Center for Proteomics and Mass Spectrometry

Sun and Dell server offerings for web site

#### Enterprise Applications

Project	Milestone
Database -Shut-Down DB2 on Mainframe	Access to PS7.5 Oracle will be available and working, Maintenance on DB2 will be stopped
Implement ITS Scorecard	Complete user interface for customizations to Scorecard
PeopleSoft HCM - Benefits Open Enrollment	Go Live in November, Benefits loaded for new year
PeopleSoft HCM Calendar Year End Tax Processing	Complete Training, Go Live in January
PeopleSoft HCM - Metlife	Go live with first pay in January
Data Warehouse - Student Accounts Receivable	Complete data mart build
Data Warehouse - PeopleSoft EPM Budgets	Complete Development, Testing will be 90% complete
Data Warehouse- Financial Data Mart	Data mart in production, complete training, complete 4 standard reports

Data Warehouse - Grants Data Mart	Defined requirements, Identified Reports
Student Services – DARS	Shut down DARS on mainframe
Database - HTMLDB - Psychiatry	Department will go live with system
Database – HTML DB - Attorney's Office	Attorney's Office will be using the time tracking system
Upgrade Appworx to Version 6.12	Appworx onsite, Complete upgrade
Upgrade ChangeMan to Version 5.7	Complete Upgrade
MyCase	Complete statistics, Complete Cron jobs

### ITS Annual Report

Priya distributed the ITS Annual Report, which will go out to the entire campus via campus mail.

Pat reminded the Leadership Team that January's meeting was moved to Friday, January 6.

The meeting adjourned at 9:30 am.