Minutes
CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
601 Alexander (Nursing Conference Room)
August 27, 2007

Members Present: Taylor Strickland (CIO), Bill Brescia (Chair), Byron Porter for Gwen Campbell, Sheila Champlin (teleconference), Len Cleavelin, Joe Cofer (Chattanooga), Debbie Smith for Jeanne Hermann-Petrin, Tammi Redmond, Rebecca Reynolds, Don Thomason, Stanley Tyler, Jennifer Watson (Secretary)

ITS Directors: Lisa Aitken, Customer Technical Support
Charlie Brooks, Application Development
Rick Sipes for Peter Fox, Computing Systems

Judy Jefferson Johnson, Meeting Coordinator

Members Absent: Scott Hollis, Dianna Johnson, Rick Kasser, Alison Lockett (Knoxville), Elise Moore, Jim Pruett, Linda Risby

Call to Order: Chair Brescia called the meeting to order at 8:35 a.m.

Approval of Minutes: Minutes of the May 29, 2007 meeting were approved as submitted.

Meeting Materials: Minutes of May 29, 2007; Agenda; ITS Funding Model Memo; Exchange Migration Weekly Update Chart

Announcement(s): Next Meeting: September 24, 2007; Location TBD

Meeting Cancellation: July 23, 2007

Officer Elections. The new Chair of the Committee is Bill Brescia and the new Secretary is Jennifer Watson. Introductions were done by Committee members.

CIO Report
CIO Strickland reiterated that ITS directors are attending the Advisory meeting to address agenda specific- and IT priority list items.

➢ IT Budget Update:
  o ITS Budget: $5 million. The new funding model eliminates fee-for-service for ITS services including Oracle, with the exception of some telephone data services.
  o Capital Maintenance: Funding includes $3.2 million to ITS for upgrade of Campus infrastructure which is more than 8 years old, well over its 3-year life expectancy. Also, $300K has been allocated for the purchase of an emergency generator. The State has assigned an electrical engineer for the project.
o Private Addressing: This effort will help locate all servers on Campus, a major security concern for ITS. Everyone currently has public addressing, which will be replaced by private addressing.

o Student Technology Fee: Provides additional staff support coverage for the computer lab and Blackboard. Blackboard upgrade will require additional funds outside of the budget. The fee will also support computers in public areas for students. Vice Chancellor Cheryl Scheid and CIO Strickland will work out budgetary details re: them.

o Banner: Medical College of Georgia (MCG) has implemented Banner. UTK is formulating an agreement with SunGard that is forthcoming.

o Exchange: IMAP protocol will be reinstated for requesting users. Migration completion is 88%.

o E-2 Campus Agreement: Emergency text and cell phone messaging service. Campus Police will be managing the service. Visit their website for sign-up at http://www.utmem.edu/campuspolice. Representative Champlin commented that Communications and Marketing will generate the Campus-wide email with details about sign-up/opt-out options. UTHSC license accommodates 5,000—plenty of capacity for all faculty, students and staff.

Questions and Answers

Q: Will the restructure of IT create any changes in ITS?
A: No. ITS budget entity change from Knoxville to Memphis will not cause any changes. An increase in work order requests is expected due to the new “no fee for service”. Server security continues to be a huge concern. December is the projected timeframe for non-ITS wireless remote connection. The goal is to replace non-ITS wireless access points with ITS managed units.

Q: Internet traffic slows down considerably during evening usage. Secretary Watson asked what can be done about the problem.
A: There is sufficient bandwidth that corrects Internet traffic problems. CIO Strickland will research the matter to track a possible cause.

Q: The emergency generator and server room in ITS, Secretary Watson asked if coverage is limited to ITS or to Campus also.
A: All equipment in the Equipment Room is covered.

Q: For vendor verification, will all IP addresses change to private addressing?
A: Everyone that has a need for public addressing will keep it; all others will be changed to private addressing.

Q: What can be done to prevent losing touch with students who have left the University and their email addresses expire after one year? Secretary Watson commented that students sometimes need to be reached beyond one year re: their dissertations.
A: Students need to keep the University informed of their current email addresses. Sponsoring students can also provide a vehicle to retain their current email addresses. See the Computing Services website to obtain the form.

Ongoing Business

IT Priorities List: Representative Reynolds inquired about Committee representation for the focus groups. This information is contained in previous minutes and will be recirculated to the Committee by the meeting coordinator. An update on the status of focus groups will also be included. Focus groups need to meet before the next Committee meeting. Members were
encouraged to invite their constituents to their meeting to help address some of the priorities. Sign-up request for focus groups will be circulated again to members by Chair Brescia.

**Old Business:**

**Filesharing.** Rick Sipes, ITS Computing Systems, polled Committee members for their consensus re: whether or not there is sufficient Campus interest to proceed with scheduling a vendor presentation. It was unanimously agreed that a demo would be beneficial, as many people email large files that others need to access. Secretary Watson commented on the Library’s need for students to save files for later access at a different location. Campus interest will be factored into the decision of whether to purchase the product, as it is expensive.

The following points were shared by Rick re: Microsoft Sharepoint:

- UTHSC owns a Microsoft Sharepoint license which means everyone is covered at UT.
- The latest version of Sharepoint audits users and shared files, which meets HIPAA compliance guidelines.
- Documents can reside on desktops of individual users and will display real-time changes.
- The Sharepoint server is managed by Jenny Butler in Computing Systems, who is knowledgeable of the mechanics of the software and how it interfaces with other Microsoft products.

Sharepoint is not connected to Banner. A time commitment of 2-3 hours is needed for the demo. Attendees count is required to make a room reservation. The demo will be scheduled far enough in advance to allow adequate time to forward notification Campus-wide. CIO Strickland suggested that the notice be sent by Communications and Marketing.

**New Business:** None.

The meeting adjourned at 9:22 A.M.