Minutes

CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
601 Alexander Nursing Conference Room
June 23, 2008

Members Present: Bill Brescia (Chair), Gwen Campbell, Sheila Champlin, Jeanne Hermann-Petrin, Rick Kasser, Alison Lockett (Knoxville), Chanchai McDonald, Vikki Massey, Elise Moore, Ryan Peterson, Tammi Redmond, Linda Risby, Don Thomason, Stanley Tyler, Jennifer Watson (Secretary).

ITS Directors: Lisa Aitken, Customer Technology Support (CTS); Joe Johnson for Charles Brooks, Application Development; Chris Stachowski for Peter Fox, Computing Systems; Joe Morrison, IT Security.

Judy Jefferson Johnson, Meeting Coordinator.

Members Absent: Taylor Strickland (CIO), Len Cleavelin, Joe Cofer (Chattanooga), Scott Hollis, Richard Kuebler, Rebecca Reynolds.

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

Approval of Minutes: Minutes of the May 27, 2008 meeting were approved.

Meeting Materials: Minutes of May 27, 2008; Agenda

Announcement(s): Next Meeting: July 28, 2008

CIO Report.

Network Bandwidth. Chair Brescia asked about UTHSC compliance with the Senate Bill that addresses music piracy. Joe Morrison stated that IT Security has met with the UT General Counsel and the UTHSC Office of Academic Faculty and Student Affairs about the problem. Recommendations will be made to the General Counsel’s office. The Recording Industry Association of America (RIAA) has increased its surveillance for violators. With increased use of media by faculty, a concern was expressed regarding limiting exposure for academics. Mr. Morrison stated academia falls into the Fair Use Policy.

Old Business

Blackboard. Representative McDonald reminded users that Blackboard will not be available June 28th – 29th due to the upgrade to version 7.3. Normal operations will return June 30th. Training will be done in July and August. A short version of the new functions will be available online. Consultants: Dr. Cindy Russell and Representative Vikki Massey.
New Business

Election of New Officers. Representative Jeanne Hermann was nominated for Chair. Two other suggestions for consideration were made, one for Representative Thomason and the other for current incumbent Chair Brescia; both graciously declined. With a unanimous vote, Representative Hermann is the newly elected Chair. There were no nominations for Secretary. Secretary Watson was voted unanimously to remain in the position.

Expired Terms. CIO Strickland needs to prepare appointment letters to colleges/departments of members whose terms have expired.

Computer Training. Secretary Watson asked for an update re: a circulating rumor that this IT service has been suspended. Lisa Aitken, IT Director, clarified that training has been put on hold. Katina Everhart who does computer training for the Campus has been assigned to a webpage project. It is estimated that Ms. Everhart will be working on the project until October or November. When the project is complete, she will return to her duties of computer training. A suggestion was made to post a notice on the training website with this update. CBT and Microsoft training websites are other training options to consider.

Ongoing Business

IT Priorities List.

➢ Progress Reports: Working Groups
  o Clinical Care: No changes to the priorities list.
  o Education: No update.
  o Infrastructure: Secretary Watson reported that this working group is continuing to meet and is looking at Infrastructure with Jason Holden, IT Infrastructure Director. Helpful input has been received from Representative Lockett and other members. A priorities list will be posted soon.
  o Public Service/Community Affairs (PS/CA): Representative Champlin reported that priorities have been identified. A survey of the IT priorities has been developed. Malrie Shelton is working with IT to insert links for public service activities. A post survey will be used to solicit feedback re: the effectiveness of the links.
  o Research: Complete.

Other Items

Students’ Email Accounts. Students would like to keep their email accounts beyond graduation for communication and alumni-type activities. Chris Stachowski reiterated that storage space and hardware make it impossible to keep email accounts indefinitely. Exchange 2007 will allow for greater flexibility in managing mail storage space, but still will not support maintaining accounts permanently. Student accounts are maintained for one year. Email accounts can be forwarded to other preferred email addresses before they are disabled. It was suggested that a separate server be used for forwarding email. Mail routing can be explored to determine the pros and cons of use. Representatives Peterson and Risby will review alumni options further.
Daily Digest Messages. Representative Peterson conveyed students’ concern about the non-professional appearance of the new Campus announcements. He will forward a copy of consolidated messages he receives to Ms. Aitken and Mr. Stachowski for review and possible ideas. Design improvements suggested included deleting the header from each message and updating the font used. Separate messages should be alerts, Infrastructure notices, and Telehealth announcements. Bundled Campus emails are well-received overall. The table of contents is a welcomed feature, providing readers with message titles. As message ranking is important, an Adhoc Committee will be formed. Representative Champlin will put together guidelines for review by the Committee at the next meeting. Members interested in serving on the Adhoc Committee should contact Judy Johnson at jjohns62@utmem.edu, so a list can be developed.

Representative Champlin commented on partner institutions such as Methodist-LeBonheur and St. Jude that have expressed interest in receiving UTHSC continuing education announcements. Submissions will be requested from the Campus community and forwarded as internal communication, which could eventually replace seminar digest messages.

New Off-Campus Housing Website. Representative Peterson commented on the new site a 3rd party was hired to develop that will advertise off-Campus property listings for students. The concern is legality if just for students.

Teaching/Learning Research. Academic Affairs is interested in a calendar software used by the Chancellor’s Office to see if it supports Teaching and Learning Research activities. Todd Barber, UTHSC webmaster, has been asked to assist with this endeavor. Also, the Faculty Resource Center is underway. Pre-owned computers from the College of Nursing were donated. A possible location for the center could be 930 Madison. Representative McDonald will email Committee members the actual location.

Questions and Answers

Q: Is there real success in confronting copyright infringement violators?  
A: IT Security does periodic scans once or twice weekly. Allegations of copyright infringements are investigated.

Q: For academic programs that promote their programs using video, what alternatives are there for background music other than creating your own music which is expensive?  
A: Public domain music exists, but research has to be done to locate it. Fees may be associated with its use. Campus needs to be better educated concerning this issue.

Q: Why is the Events Calendar not used for publishing seminars?  
A: Special Events coordinates information for the calendar. Pam Houston and Emma Anderson are trying to accommodate other Campus activities for the calendar.

The meeting adjourned at 9:30 A.M.