Minutes
CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
601 Alexander Building
June 4, 2012 (Rescheduled from May 21st)

Members Present: La’Keith Miller (Chair), Darnita Brassel, Bill Brescia, Jackie Burchum (teleconference), Charles Cossar, James Eoff, Jane Poulos for Tricia Page, Keisha Brooks for Marcia Sharp, Netia Watson for Vada Singleton

ITS Directors: Lisa Aitken, Customer Technology Support (CTS); Todd Barber, Web Services; Steve Butler, Instructional Technology Services; Charlie Brooks, Application Development; Peter Fox, Computing Systems

Judy Jefferson Johnson, Secretary

Others: Kimberly Quiney, Archibus Project Director

Absent: Paul Dassow, Rick Fought for Paul Gahn, Bhumin Patel, Diane Weber for Dale Jackson, Don Peruski (Knoxville), Ebony Smith, Joseph Swanson, Elizabeth Webb for Larry Tague (GHS)

Call to Order: The meeting was called to order by Chair Miller at 9:02 A.M.

Approval of Minutes: Approval of the April 23rd meeting minutes was postponed until a quorum was met.

Meeting Materials: Agenda; Minutes of the April 23, 2012 meeting

IT Services

Announcements
Chair Miller opened the meeting with the following:
  • Banner Users Group (B.U.G.) Meeting: This meeting overlapped with the Advisory meeting. No Banner updates, as Keith Chandler (Banner Project Director) is attending it, along with ITS staff Charlie Brooks and Vikki Massey.
  • Terms-Ending Updates: Rotating-off members were thanked as follows: Representatives Brescia for his service on the Committee since its inception in 2006; in their absence Klimkowski for his service as SGA representative, and Sharp for serving as Vice Chair for 2011-2012 and for her service since 2009. Klimkowski was also congratulated on graduating from the College of Medicine. Reinstated members also congratulated were Representatives Burchum (Nursing), Gahn (Library) and Smith (Academic Affairs), along with new SGA appointee Bhumin Patel.

CIO Search
On behalf of Massey, Miller provided the following highlights:
  • Search Update: About 50 applications have been received for the CIO position. The majority were received by the May 22nd deadline. Many of these look promising. A few more may trickle in and will also be considered by the search committee.
Next Phase: The search committee is currently reviewing application materials and will meet in mid-June. The field of applicants will be narrowed to a short list of candidates for first round interviews that will take place off-campus in late June.

CIO Search Website: Members should continue to check the Search website for updates at http://uthsc.edu/its/ciosearch.

GEB

Re-Roofing Project: This capital project is high on the Governor’s list, per Miller. The news was received from the Governor’s office last week. Project approval depends on State revenues.

Network Updates
Highlights from Billy Hatcher were:

- Security Cameras: Network Services is installing 23 new HD cameras in parking lots that will allow viewing of license plates, etc. Additional cameras are still needed to replace old ones. Security cameras are controlled by Campus Police. Access is granted by them.
- Research Cameras: These cameras are for observation of animals. Go live will be 6/11. Install and configuring users will be done today. A series server was also ordered.
- Animal Care Facilities Cameras: These research protocol observation cameras will be installed over the summer.
- Comcast CATV: Installation was delayed for 3 months due to contract terms and conditions issues ITS is dealing with across the board. The contract was finally signed at the end of May. Comcast’s final digital conversion 6/1 removed all Campus cable service. New CATV service will be restored within the next week.
- Contracts Terms and Conditions: The issue is causing delays in many ITS areas. E-printed invoices for Apple orders can be paid.
- EDUROAM: Ready to go, but awaiting the purchase of the SSL Security Certificate that has been delayed pending approval due to terms and conditions issues.
- Translational Research: This will be a big infrastructure campus project.
- Randolph Building: Infrastructure will be removed from this building. Fiber around it will be rerouted.
- A104 GEB: New video systems will be purchased. Bids are expected in by the end of July.
- MLGW Power Meters: The meters will be installed on campus to monitor power usage as a cost-savings measure and for better utilities efficiency. Miller added utilities are a huge budget impact and infrastructure is needed to monitor usage. The MLGW commercial account representative will be asked to return for an update of campus energy tracking and usage.
- NAC Enforcement Rollout: Went well. Ongoing project. Getting close to where Infrastructure wants it to be. Users not in compliance are identified and contacted. There is an option at login, whether wired or wireless, to get in compliance.

To Representative Brescia’s electronic testing video request question, Hatcher stated he should contact Roger Schwartz.

IT Security. There were no updates.

Old Business: None.

New Business
- Nomination of Officers: Several nominations were received for both Chair and Vice Chair.
Miller expressed Dr. Ken Brown’s concern about changing leadership of this committee in the middle of the CIO Search. With Vice Chair Sharp’s term ending 6/30, he will further check with Brown re: filling the Vice Chair position. Nominations will be tabled until further notice.

• Facilities Department IT Initiative Update: Archibus Space Management module updates were provided by Kim Quiney. The module is currently in the Solution Build phase. The vendor, BRG, will build and test the solution in their environment for the next month. The module will then be installed on the test server in late June/early July. The next step will be User Acceptance Testing which will begin 7/3, and will last about two weeks. Go live implementation of the Space Management module has been pushed back to 8/10. Space is implemented System-wide.
  o Next Steps: A meeting will be held this week to discuss Facilities’ needs and determine the modules to be purchased, along with the necessity and priority for implementation. Another meeting will be scheduled with the BRG Project Manager to lay out a 3–5 year plan for continued acquisitions of modules that will improve Facilities operations, provide environmental savings, and assist with the overall architectural outlay of the UTHSC campus.
    ▪ AutoCAD Drawings: Space Planning has been doing drawings of campus buildings to get accurate layouts. The drawings are about 90% done.
    ▪ Smaller Initiatives: To mitigate problems, Facilities is also taking on smaller initiatives.

Other Items
• New Computer Orders: Lisa Aitken commented on end of fiscal year computer orders. Orders are coming in and Tech Support staff is busy installing new computers.

The next meeting will be June 25th. With no further items, the meeting adjourned at 9:34 A.M.