

NSHE Campus Technology Officer Meeting

June 16, 2008
10:00– 11:00 a.m.

Minutes

	<u>AGENDA ITEM</u>
1.	The meeting was attended by the following: Kenneth McCollum, Roberta Roth, Richard Ayala, Steve Empey, Lori Temple, Steve Zideck, Jim McKinney (for Steve Zink), Brian Chongtai, Jeff Cox, Don Moxley,
2.	<p><u>09-11 Budget - Network Infrastructure</u> Roberta gave an update on the 09-11 budget. SCS is requesting 3.9 M for Network Infrastructure (One-time & On-going).</p> <ul style="list-style-type: none"> • 800-850K- Four Backbone Routers (Two North and South) • 500K One-time - Multiplexers (Three in Northern Loop) • 30.1M On-going- Multiplexers (Six in Las Vegas) • 133K- Upgrade Internet (Las Vegas) • 108K- Upgrade Internet (Reno) • 360K On-going- Northbound Link • 400K- Tech Equipment
3.	<p><u>SCS Power Outage</u> Richard Ayala stated the outage was a success. Lori Temple stated Rich and all those involved did a great job in assisting UNLV with the network issue that arose on Saturday. She advises everyone to communicate power outages to as many people as possible to avoid any problems.</p>
4.	<p><u>On-line SCS Work Request</u> Don Moxley wanted to know how SCS would be going forward with getting an on-line information system for tracking the progress of requests/projects. Roberta Stated that Steve Empey is currently working on producing status reports. The current goal is to provide weekly status reports on projects of a certain size and publish them on SCS' website. She also mentioned not all projects would meet the criteria set by the larger projects and would still require status requests. The ultimate goal of SCS is to have this information available to those needing the status via SCS' system's (Service Desk etc...) but can't do so because of licensing implementation and the movement to newer versions.</p> <p>Steve Empey went on to inform the group of the new Request Evaluation form. This form would give SCS a clear picture of the kinds of requests the institutions are considering.</p>
5.	<p><u>SCS Service Catalog</u> Roberta stated SCS is ready to print its Service Catalog. The Service Catalog is a high level catalog designed for awareness and overall communication. The catalog consists of fifteen SCS services, will be printed on hard copy and will be available on-line in about a month.</p>
6.	<p><u>PMO Progress</u> Please see section four (4) above.</p>
7.	<p><u>Staffing Searches</u></p> <ul style="list-style-type: none"> • Network Analyst

	<ul style="list-style-type: none"> • IT Professional II • Lead Analyst, ERP • System Analyst II (two positions) • Analyst Programmer II
8.	<p><u>Student e-mail</u> Ken stated SCS is costing it out and developing a Cost of Services for the Service Catalog. Ken stated it was up to the CTO's on what they wanted to see happen with student e-mail. He said he is reluctant to enhance the current service. His reason is that it's too costly and students already come with their own personal e-mail. He mentioned his experience with portals and how he thought that would be a better route. Lori Temple stated they would have to have a discussion with their Administration and present to them the different plans and see what they suggest. She expects to have this discussion within a month and then come back to the CTO's with their responses in the Fall.</p>
9.	<p><u>CTO Website</u> Ken asked the group what their preference was on minutes. All agreed to have a summary of the meeting with action items being noted and then have Jesus read them back to the group at the end of the meeting. They also agreed to have the CTO section of the SCS website be password protected. The CTO's may share the minutes and CTO information to their campuses.</p> <p>Lori Temple suggested changing the meeting time so all could attend. A new meeting schedule will be scheduled once all CTO's have provided Jesus with their available times. As of now the only meeting scheduled is July 21, 2008.</p> <p>Roberta asked if agendas and other attachments could be posted on the website instead of e-mailing them to the group. Ken stated this would be a great idea. Jesus will send a reminder with a link to the website when the agenda is posted. She also suggested making the meeting 90 minutes.</p>
10.	Next Meeting July 21, 2008

CITY	INSTITUTION
Carson City	Western Nevada College
Elko	Great Basin College
Henderson	Nevada State College
Las Vegas	College of Southern Nevada
Las Vegas	System Computing Services
Las Vegas	UNLV
Las Vegas	DRI
Reno	DRI
Reno	System Computing Services
Reno	Truckee Meadows
Reno	UNR