NSHE Campus Technology Officer Advisory Committee

CTO Meeting Notes
November 16, 2005, 9:00 am – 10:30am
Via Video

Present: Lee Alley (SCS**),** Steve Zideck (TMCC), Steve Zink (UNR), Al Valbuena (CCSN), Robert Weed (CCSN) Lori Temple (UNLV), Lyle Pritchett (DRI), Sally Phares (SCS), Ed Anderson (SCS), Glenda Krietlow (SCS)   **Absent:** Jeff Cox (GBC), Don Moxley (WNCC), Brian Chongtai (NSC)

1. **IIS Update** (Lee)

Lee noted the TTF will meet November 29, 2005. Tentatively the RFP will go to the BOR December 2, 2005. If all goes well, the RFP will be released shortly after that with bids due approximately January 19, 2006.   He expects various activities such as site visits and negotiations to go on following that date, leading to a recommendation to go to the BOR June 9, 2006.

Lee explained the purpose of two bidders' teleconferences and that there would be opportunities for the bidders via the project web to also submit questions for public answers to be posted.

If all unfolds as expected, an IIS Project kick-off would be scheduled for sometime in July 2006.

Further, Lee shared his expectations of the various project groups in helping to handle and catch potential problems, prioritizing, etc.

2. **2007-2009 Budget Process and Requests**

It was noted that the biannual budget process is upon us. The Counsel of Presidents will hold a budget retreat December 13, 2005. Glenda explained some of the first steps that must be addressed.

Lee asked if there were any projects or specific topics they would like him to advocate for. A later discussion mentioned the issue of digital signatures may need to be addressed in some way.

3. **Domain Name Request** (Vista Consortium-Lori)

Lori explained that the Vista consortium is requesting that 3 domain names be reserved.

nevadalearningnetwork.com
nevadalearningnetwork.net
nevadalearningnetwork.org

No concerns were mentioned.

4. **Digital Signatures**

The federal law was first mentioned. It was thought it supersedes state/local laws, however, Steve Zink explained that was not the case.

A discussion about digital signatures, the use of and the concerns with the NRS chapters 719 and 720 ensued. It seems no vendor has gone through the Nevada required process to be able to be a "certifying authority".

Robert Weed explained there are point and click and signing station categories of digital signatures.

Follow-up will include technical, legal, NRS and this topic will be on the next agenda.

5. **Campus Communication regarding IIS Project**

Lori explained that at her campus they have an IIS Project steering group that meets once per month. She explained that information wasn't necessarily flowing the way it used to and she wanted to make sure there is something coming that will address the timeliness issue.

Sally explained that SCS expects to release a new version of the project web pages within a week or so. It will include a listserv subscribing service with beginning categories of general, HR, FIN, and SIS. Also a digital newsletter will be part of the new website and will be published as needed with the first edition expected the week of November 23, 2005.

Lee explained each campus needs to be organized for this project in such a way that there is a "go to" person available for communications. He went on to talk about the requirement for data clean-up prior to the project beginning.

First, Lee explained how the data conversion would work during the project and expects 1-6 passes to occur addressing things like duplicates, code table validation, etc. To prepare for this he is planning a "score card" for each campus that will be made available to them before January 25, 2006. On that date he will be speaking to the Academic and Student Vice-Presidents. The process will continue until June 7, 2006 when he hopes most of the data issues will have been addressed for the student areas.

6. The next meeting is currently scheduled for December 21, 2005 (cancelled)
. Subsequent months' meetings would be:

> January 18, 2006
> February 15, 2006
> March 15, 2006
> April 19, 2006
> May 17, 2006
> June 21, 2006