NSHE
Campus Technology Officer Meeting
February 24, 2010
1:00– 2:30 p.m.

Minutes

Attendance: Bob Moulton, Roberta Roth, Steve Zideck, Karen Brown, Chris Gaub, Carlo Dacumis, Ed Novak, Kenneth Sullivan, Susan Schoeffler, Jeff Cox

Advisory Group Update: Steve Zideck was able to attend the Advisory Group meeting. He said there were three key activities that occurred. The first was an update on the activities that were going on. The first item was the meetings with the campus presidents. All is on schedule with the meetings with DRI yet to occur.   There was a discussion of the UNIX services transition which will be noted below in agenda item two. SCS' Communication plan was briefly touched upon. They discussed the series of network capacity planning interviews with the campuses taking place through March. UNR is scheduled for February and TMCC in March. Nevada was excluded in the first round of stimulus funding for network enhancements; however, there is another round coming up. The process to develop criteria for submitting a second request is underway.

There was an update on the Data Center capacity planning activities which all the CTO's have been a part of. The results are being consolidated and will be reviewed by the Advisory committee in March.

The strategic planning efforts were reviewed. All the strategic goals/initiatives from all NSHE institutions have been collected in one document. This allowed the committee to examine and come to an agreement on six common themes- student success, institutional excellence and quality, community diversity, partnerships, stewardship and serving Nevada. This report is very detailed and includes- a horizon report, campus computing 2009 and Gartner's hyper cycle bridge for education 2009.

Roberta stated this was the kick-off to a series of brief exercises related to some very specific strategic planning activities. These activities will allow the committee to provide the presidents what the Vice Chancellor has promised them which is the first high level unified NSHE strategic plan for I.T. All the CTO's will be invited to take part in these exercises. The exercises will occur on March 11, 2010, 8:30-10:30 a.m. and April 8, 2010, 8:00 a.m. to 12:00 p.m. This will to allow proper vetting of the report prior to the end of May 2010.   Vision, mission and strategic technologies will be discussed at the March 11, 2010 meeting and strategic action items at the April 08, 2010. SCS' leadership and management will then have this input provided to them so that they may perform secondary exercises related to specifics from that outcome which will go into the planning as well.

SCS provided a cost of services document detailing all the services they provide. The column titled Investment and Initiative (upgrades, patches…) with a sum of 4 million dollars led to a serious discussion relating to the anticipated budget cuts which total 4 million dollars. Steve commended SCS for their work on the cost of services document and stated he would use the same format to assist with the probable restructuring at TMCC. Roberta will send the cost of services document to all the CTO's.

Student E-mail and Unix Services Transition: Chris Gaub e-mailed three documents to the CTO's the previous night. Document number one stemmed from the December CTO meeting regarding the wording of the special set of terms users of the G-mail environment will have to acknowledge and accept.   Don Diener, Steve Zideck, Brian Chongtai, Chris Gaub and Bob Moulton met the previous week to discuss the wording. The second paragraph was drafted and approved by Bart Patterson. It is the responsibility of each institution to present it to their students as well as keep a record of their acceptance.

Document number two is the Communications Plan Chris didn't get to send to the CTO's the previous month. It is an internal document used at SCS and developed by Karen Brown for the project management process. It identifies many of the steps involved in project management.   Reports can be requested from Evelyn Tinney or Chris Gaub. SCS can't guarantee they will be able to accommodate all requests. This document serves as an FYI to the CTO's.

Document number three is the joint time line Lori Temple requested. It represents the months of March to June, 2010 spread out across all the institutions for NSHE. Critical dates to note are UNLV's 'go-live' with G-mail date on April 23,

2010.   GBC will go live the end of May, 2010. NSC's decision to go with G-mail may change. Steve Zink has informed Chris Gaub UNR is on track for their transition; however, no details are known because UNR hadn't provided them. Blank spots are attributed to this. CSN is currently waiting on a recommendation from the selection committee.   WNC is going freedom of choice and have been in constant contact with Evelyn Tinney.   They didn't feel it was necessary to include the forwarding of e-mail for one year after June 30, 2010 for faculty and staff. June 30, 2010 is the deadline for everyone and no e-mail will be forwarded.

There has been an inquiry on whether or not the SMTP mail relay service will be maintained. When the project was conceptualized SMTP mail relay service was thought of as just another feature of the environment with it ultimately going away. SCS has no knowledge of the possible impact this may have on the institutions. Chris Gaub would like to know who relies on the mail relay service. He would like a response within the next two weeks.

SCS Project Metrics: One of Karen Brown's stoplight charter items was to work with the CTO's to develop project metrics.   The tools in place at the moment allow for metrics to be pulled on all projects across NSHE with a summary of all open projects, those that are in the que and all the closed ones. Each institution is listed individually.   Information that can be obtained from the report is- status, sponsor, project manager, requested by, beneficiary, start date and projected end date. This report can be found on SCS' external website under the heading 'About SCS- Project Management Office'.   It is updated once a month.

This report is not the same as the monthly service request report. Karen is open to suggestions on metrics.

Pioneer Decommission: Chris Gaub would like a list be sent to Evelyn Tinney of all faculty/staff members requesting space for their websites as well as file storage. He would like her to be provided with the user ID, contact information to include first and last names and phone number by June 1, 2010.

Next Meeting: March 24, 2010