

IT Council  
MINUTES  
CARR 203 12/9/09

*Members Present: Jeff Morrissey, Greg Rainwater, Kevin Piercy, Mark Harsen, Tammy Jahnke, Carey Adams, John Maddux, Earle Doman, Steve Robinette, and Sue Ingram via ITV.*

*Non-member present: Zach Smith*

Kevin Piercy stated that the Print Quota subcommittee has been meeting. The subcommittee and recommends the Tier II facilities be brought online with the print quota software. The Tier II facilities are Prof 102, Library 105 and the Bear Claw. The quota amount will not be changed. Dr. Doman made a motion to move the Tier II facilities online with the print quota software with the same limits as in the open-access labs. These limits are 500 pages single-sided or 1000 pages if printed double-sided, per year. Dr. Jahnke seconded the motion. All were in favor. It was discussed that there needed to be a mechanism developed so individuals going over the printing limits will have a way to purchase additional copies. Currently lab administrators are just giving additional copies with no penalty associated. It was also stated that faculty needed to be instructed on how to deliver more course content in electronic means so students aren't required to print as much.

Mark Harsen, chair of the Network Bandwidth subcommittee, stated that there were two big challenges associated with the University's bandwidth, (1) "we can't buy enough bandwidth to meet demand", and (2) "we can't prioritize networking traffic between campuses." The Network Bandwidth subcommittee will be looking at both issues. A handout was distributed stating mission of the subcommittee and members names. The faculty, staff and student ratio was questioned. It was stated that most faculty were busy and unable to serve. There were some groups in COAL that had some issues and it was suggested to consult with them before decisions were made. It was stated that a certain portion of the required funding would continued to be funded via the Office of the President. This portion is to cover the mainstream academic uses of the network. Anything that is not considered "mainstream" will be investigated and a determination will be made as to whether a contribution to the funding source is needed. It was also discussed that iTunes U should be contacted to discuss the possibility of them hosting Missouri State content in order to conserve University bandwidth. Another report from the Network Bandwidth subcommittee will be forthcoming in the spring 2010 semester.

Greg Rainwater reported that SCUF FY11 proposals need to be sent back to the Provost Office or respective VP's division for approval to submit by February 26<sup>th</sup>; once signed, they will be sent to the Chief Information Officer for consideration by March 5<sup>th</sup>. The process for proposal submission was clarified and discussed. It was then decided that Greg would inform the Deans of the proposal deadline and associated process at the next ALC meeting. January 15<sup>th</sup> is the official release date notifying the campus community of the deadline. There will be a new proposal form available by January 15<sup>th</sup>. All proposals need to be prioritized by the Deans/department heads before they are submitted to the Provost/VP's. Greg will also notify everyone that received FY10 SCUF monies. It was questioned if a representative from the Financial Services division should serve as an ad-hoc member of IT Council as we work through the SCUF awards process. Steve Robinette stated he would discuss this topic with Nila Hayes, Chief Financial Officer (CFO).

Jeff Morrissey discussed the recent increase in individuals falling prey to email scams soliciting their user ids and passwords. He stated that four times in the last five weeks faculty members have given out their information. Since a compromised account can cause significant damage within the University's computing systems he asked for guidance

from the council on additional methods of getting the word out to the faculty. A quick review of the communication processes in place was discussed. It was suggested that the Deans could remind their faculty not to ever give out personal or account information via email requests. It was also suggested that Computer Services “visibly brand” emails so everyone would have an idea what an official email would look like. Jeff responded with the fact that scammers can figure out what an official University email looks like and reproduce it. He further stated that “The Computer Services department will never ask for your account or personal information via email.” Greg will also discuss this issue with the Deans at the ALC meeting so that Deans can remind their faculty not to be giving out this type of information.

Carey Adams motioned to adjourn the meeting, Earle Doman seconded, and all were in favor. Meeting adjourned at 3:52 p.m.

Respectfully submitted,  
Sandra Arthur  
Office of the Provost