



CAMPUS MEMO

Date: September 29, 2014
To: Administrative Council
From: Ken McClure
Vice President for Administrative and Information Services
Subject: **Master List of Distributed Servers**

Since technology has advanced the capability to store large quantities of data on smaller, more affordable servers, many areas within the University have taken this opportunity to enhance technology-related services by adding distributed servers.

Two areas are impacted by the increased use of distributed servers:

- 1) Information Security: There is not a master list of distributed servers to review and ensure appropriate information security policies and best practices are followed. Although it is believed that the majority of these servers are being managed and maintained by capable distributed information technology (IT) staff, it is important to periodically assess and verify that University information is safe and secure.
- 2) Facilities: Several distributed servers are being housed in building spaces not designed for computer equipment. Therefore, supplemental cooling is required resulting in additional costs to provide necessary air conditioning services. This facilities-related concern results in loss of energy cost savings that had previously accrued as a result of scheduling temperature setbacks in buildings when unoccupied. In one location, due to the design of the building mechanical system, it required one-third of the air conditioning system to be on when it had previously been placed in an unoccupied-mode during off-hours. This equated to an approximate \$10,000 per year loss due to additional energy costs.

I have directed Computer Services to work with distributed IT staff to create and maintain a master list of all distributed servers. This process will be performed in accordance with energy conservation initiatives and information security policies, as well as the University's Eight Major Goals for 2014-2105 under Section VI. *Responsible Stewardship*:

- 1) *"Manage University-wide risk effectively... identify risks, evaluate risk management tools and implement risk management solutions."*
- 2) *"Continue to more efficiently heat and cool buildings through responsible space scheduling practices and cost effective environmentally friendly building practices."*

Once the master list has been created, a committee comprised of Facilities Management, Computer Services, and distributed IT staff will determine the most responsible and effective solution for housing and maintaining distributed servers.

The committee will provide a report of findings and any recommended actions by April 1, 2015.

Thank you in advance for your cooperation.