INFORMATION TECHNOLOGY MANAGEMENT FORUM (ITMF)
THURSDAY, NOVEMBER 2, 2006
GA. CENTER ROOM E
1:30-3:00


Absent: Sue Achtemeier, John Anderson, Sharon Burch, Mike Campbell, Corey Doster, Sarah Fraker, Stan Gatewood, Sandra Glass, Brad Hunt, David Knox, Will Laney, Lynn Latimer, Kristi Leonard, Eric McRae, Jerry NeSmith, Jeff Pentz, Cheryl Prichard, Sharon Thelen, Dale Wetzelberger, Barbara White and Chris Workman.

Also Present: Brenda Elliott (Recording Secretary)

Approval of Minutes: Matt Blankenship recommended we approve the Minutes for September and October.

Acknowledgement of Sarah Lee’s Services: Matt Blankenship thanked Sarah Lee for her contribution to the ITMF Committee as Recording Secretary. The committee presented Sarah with a gift for her new home in acknowledgement of their appreciation for her service to the committee. Matt thanked her for all of her hard work.

New Recording Secretary Appointed: Matt Blankenship announced that Brenda Elliott, Administrative Associate I in the Office of the Chief Information Officer, will assume the duties of recording Secretary. Brenda has been with the University for 11 years, and has recently joined the OCIO, supporting Dr. White.

Discussion of SECCOM Committee: Matt Blankenship met with Barbara White, Stan Gatewood, Greg Ashley, and Jeff Teasley at the request of Barbara White to determine a way to revitalize the important contributions of ITMFs SECCOM Committee. Topical ideas that would benefit from SECCOMs input can come from the ‘grassroots’ bottom-up channel or generated from more senior central campus levels for vetting and polishing by the committee. The idea that the committee should be comprised of a small core of 4-5 people that would address topics with 8-10 week horizons for a direction and include other subject matter experts or interested University staff and faculty as they would provide value. The committee will consider inviting special guests for specific purposes and input.
**Discussion of UGAMail**
Some UGA faculty and staff have elected to use G-Mail instead of UGAMail, due to the amount of spam being received via UGAMail. The committee will look at more effective ways of utilizing UGAMail.

Security concerns were raised about E-mail being accessible in open records, which is impaired by the use of outside providers like G-Mail. The question of better spam detection was posed. G-mail is purported to have more effective spam protection than UGAMail. Gray Listing was discussed as an option.

Guidelines governing official University e-mail communications and registering a preferred E-mail address are available at [www.emailinfo.uga.edu](http://www.emailinfo.uga.edu).

The group was instructed to send any email concerns or questions to Jeff Teasley at jteasley@uga.edu. The committee needs to explore the options for improving UGAMail, including working with the leadership with regard to spam concerns.

We will throw out questions and let the authority review them and respond.

**Surplus Equipment Handling**
Matt commented that he assumes that most people responded directly or through their personnel that attend the UGANet meetings. If people have not responded to the call for input, they should do so individually. The key direction most people need is a starting point and framework to proceed with processing drives or other retentive media, a place to call for clarification if we have any questions, and a “start doing it now date”. Some people have equipment piling up.

**Upcoming Meeting Presenters**
Matt announced that the library would be speaking at the February meeting. At this time we do not have anyone speaking in December or January on behalf of their unit or College. There were no volunteers.

**Technology Fee Update**
Alan Ferrenberg gave an update on the Student Technology Fee budget and approval status. The release of funded contingency Projects is expected soon, possibly November.

The meeting was adjourned as there was no further business to address.