Present: Victor Babson, Matt Blankenship, Mark Cherry, Maria Cleghorne, Sherry Clouser, Shawn Ellis, Sandi Glass, Frankie Hammond, Ilir Hasko, Brad Hunt, Brett Jackson, Alan Katz, Rehan Khan, David Matthews-Morgan, Tammy McGarity, Jerry Nesmith, Teresa Payne, Tim Peacock, Timothy Phillips, Brian Rivers, Tim Smith, Sharon Thelen, Carol Watson, Chris Wilkins, Brad Wolfe,

Absent: Chris Adcock, John Anderson, Greg Ashley, Melanie Bone, Michael Brewer, Sharon Burch, Michael Cheek, Bill Clayton, Lee Cornel, David Crouch, Jeff Daniel, Michael Dennis, Bert DeSimone, Shefali Dhar, Mark Ellenberg, Debbie Ellerson, Sarah Fraker, James Gilstrap, Tonya Hayes, Stuart Ivy, David Knox, Will Laney, Lynn Latimer, Juan Machado, Anthony McLeod, Christine Miller, Matt Payne, Wayne Peacock, Jeff Pentz, Nathan Pettigrew, Denver Porterfield, Tammy Pounds, Cheryl Prichard, Jeremy Sanderlin, David Stewart, Cletus Stripling, Jeff Teasley, Greg Topp, Dale Wetzelberger, Dr. Barbara White, Chris Workman, Mingguang Xu

Approval of Minutes: The minutes from the January 8, 2009 ITMF meeting were approved.

Welcome of Visitors:

Featured Speakers/Discussion:

Feedback re: Physical Plant user spoofing test – Victor Babson
See Attachment I and refer to http://www.uga.edu/itmf/minutes/2-5-09attach1.pdf

Cost Saving IT Effort/Physical Plant-Victor Babson

Power Management: Physical Plant has lot of PCs. PC users have been shown how to use remote desktop so that if they are away from the office they can still remote in to work.

How do they get past the problem of powering the machines down but allowing staff to remote in when they want?

• Will use self-created scripts pushed out through the AD to power the machines off. To power on, will create a website with the MyID authentication.
• When users log in, we will give them back some sort of notification that the computer is up and ready to remote in.
• Hoping to have this in production by April.
If anyone is interested in this, we will be happy to share what we are doing and our experiences.

**Expression Engine CMS – Janet Beckley**

The Office of Public Affairs offers support services for any school, unit or department on campus who finds themselves in need of a web presence.

Public Affairs desperately needed a Content Management System so that they could begin to shift the power of content to the people who are actually using it and who can update the website information whenever they want.

They assisted the College of Public Health with their website and are working quietly on the Medical Partnership website.

The Office of Public Affairs has chosen Expression Engine as their Content Management System for a number of reasons.

**Expression Engine:**
- Open Source (Core Version)
- Public Affairs paid one-time fee for the Commercial version
- Fairly logical and it comes with a host of extension and plug-ins
- ExpressionEngine was recently used in the College of Environmental Design. In about two day, they had it under control. It begins with a template system. Just change their global variables for each of the sections in their template and then the information from the template sections will be pulled straight into the site.
- They plan to use ExpressionEngine with some of their major sites (uga.edu).
- They are starting to think about tagging their sites. Once again, Explorer is not standards compliant.
- Usually takes several months to complete a website but with ExpressionEngine it has reduced the time to a several weeks.

**Continue discussing collaboration projects – Brad Hunt**

Below are the results of the voting the group did on our cost cutting brainstorm list. The top priority items are:

1. Pool software licensing resources, reduce quantity of purchases
2. Virtualization
3. Central Back-Up
4. Network Support to the Jack
5. Coordinated Training
6. Power Management
7. Data Center Hosting

Volunteers are needed for these subcommittees.
Any Reports from Committees:

Security – Matt Blankenship
The Security Committee will meet next Thursday. Goal is to have deliverables around “Data Classification” to present at the next ITMF meeting in March.

Personal Computing Life Cycle Cost Reduction – Brad Hunt
The plan has been created and Brad will get it out soon. The plan has milestones with dates. The objective of is to finish this study within the four months time limit that we are trying to establish as our standard now. Committee has been actively meeting on a weekly basis.

The committee had a business process model put together. They are trying to refine that model to actually be able to simulate the life cycle of the PCs (goes from the thought process of I think I need a new PC to getting it out of the door and getting rid of it).

Also, the group has gained the support of a student team lead by MIS faculty members teaching Process Management. They are going to take over the modeling and simulation for the committee.

For each of the tasks within the business process model, the group will be documenting what that element is, what goes on within that element, how much time it takes to complete and is there any wait time associated with it. There are a number of studies the group might be able to conduct when the process has been streamlined.

The committee needs to create a survey for this group to gather feedback on issues like whether or not you are doing imaging or not. Issues like these will help the group refine their estimates.

In the last CIO Advisory Committee Meeting, Brad reported to Dr. White on this subcommittee and the results of our cost saving brainstorming session.
Business in Progress:

*Network support to the Jack* – Brian Rivers

The Support to the Jack plan was presented to the committee and we will get some feedback from them and then we will pull back together that feedback and integrate into one. Hopefully we will be able to give a presentation at the next ITMF meeting.

*CESS Process Review* – Alan Katz
Heard back from SciQuest programmer and it is feasible to have workflow built-in to the SciQuest UGAMart. Working with Brian and his team on workflow related security.

*Extended UGA Sites IT Initiative* – David Matthews-Morgan
The committee has met three times. Goal is to identify the IT needs of sites not directly on the Athens Campus. Extended sites committee is working on the EITS services and mapping the services needed by these locations. The committee is also looking at services that EITS doesn’t provide that these sites might need.

*ID Management* – Shawn Ellis
Got an agreement that the current CAN number will be used for the University identifier.

Committee is still trying to procure some talent for the implementation of their specification efforts (looking at a state contractor). Acquiring hardware in March.

A lot of discussion is going on now about the second phase of the ID Management project. The committee would welcome any ideas that you might have.

*Email Due Diligence* – Shawn Ellis

Committee presented the question to the EMT for a hosted solution with collaboration features. In the process of getting hosted solutions on the table. Executive Management Team responded very positively to the idea.

From the Student side, looking at G-Mail funded through student tech fees.

*SSN* – Ilir Hasko
They have met with vendors and they had the first meeting with committee members where they went over the RFP. Just had their first round of response to vendor questions (over 120 questions. Expecting proposals back on the 15th of this month. The next step is for the committee to review and score the vendor responses and select a vendor. No timeline yet, but after the 16th, for about a month they will be reviewing vendors. Scoring the vendors will take about a month.

Meeting Adjourned