Present: Chris Adcock, Greg Ashley, Victor Babson, Matt Blankenship, Michael Campbell, Michael Cheek, David Crouch, Mark Ellenberg, Shawn Ellis, Ilir Hasko, Brad Hunt, Sarah Jones, Alan Katz, Paul Keck, David Matthews-Morgan, Tammy McGarity, Christine Miller, Timothy Mixon, Ben Myers, Brian Perkins, Brian Rivers, Jamie Saucier, Ian Simmons, Cletus Stripling, Jeff Teasley, Sharon Thelen, Greg Topp, Carol Watson, Dr. Barbara White, Chris Wilkins, Beth Woods, Chris Workman

Absent: John Anderson, Melanie Bone, Michael Brewer, Sharon Burch, Mark Cherry, Maria Cleghorne, Sherry Clouser, Lee Cornell, Jeff Daniel, Michael Dennis, Bert DeSimone, Shefali Dhar, Sarah Fraker, James Gilstrap, Leslie Grove, Frankie Hammond, Tonya Hayes, Marcus Henderson, Stuart Ivy, Brett Jackson, David Knox, Will Laney, Lynn Latimer, Juan Machado, Anthony McLeod, Chasity McWilliams-Moody, Jerry NeSmith, Teresa Payne, Matt Payne, Wayne Peacock, Jeff Pentz, Timothy Phillips, Denver Porterfield, Tammy Pounds, Cheryl Prichard, Sriman Ravi, Tim Smith, David Stewart, Dale Wetzelberger, Brad Wolfe, Mingguang Xu

Approval of Minutes: Minutes from October 1st, 2009 ITMF meeting were approved.

Welcome of Visitors:

Featured Speakers/Discussion:

Antivirus Software Update—Brain Rivers
(See Attachment I)

Last year UGA put together a team to evaluate the issues that existed around the F-Secure product and to look into other solutions that could help address some of our antivirus and malware need. At that time, there were issues with the features of F-Secure and its conflict with our other software (Absolute Track), but the primary complaint was performance of the application.

The team conducted a technical assessment on some of the antivirus products on the market. (See Attachment II) Two different categories of grades were assigned: (1) The benefits to the user/performance of the tools, effectiveness in removing the malware (2) The benefits to the IT organization itself/ easy of deployment, tech support.

Products Evaluated:

- Trend Micro
- Sophos
• Symantec
• NOD32
• McAfee
• F-Secure

Status update:

- Feb 09’ – Technical evaluation recommends Trend-Micro & Sophos as top candidates for replacement of F-Secure
- Mar 09’ – Project placed ‘on hold’ until current budget crisis subsides
- Nov 09’ – Team evaluates Microsoft Security Essentials as recommendation to students
- Feb 10’ – Ratings to be updated with new product offerings (Microsoft Forefront will substitute NOD32)

Vulnerability Management Program – Brian Rivers/Chris Workman
InfoSec has a central vulnerability assessment console that allows for detection of technical leaks in our systems and provides a report which allows infosec to patch those leaks. There are roughly 120 units here at UGA that are participating on a monthly basis in the vulnerability management program. A lot of participation but would like to grow that to 100%. This is a web based system that requires a UGA MyID login.

SecureUGA Update - Brian Rivers
See Attachment II:

More information on where SecureUGA is going in the near future.

New Email System Update – Shawn Ellis
No announcement yet on the product. Legal Affairs is still working on the final negotiations on the product we might select. As soon as it is announced, an announcement will be sent out to the technical communication. There will be waiting a period of 1-3 months before announcing to campus.

There is a long list of issues and questions that needs to be answered; ITMF input will be needed in this area. Shawn talked with Tammy about reconstituting the ITMF Email Committee to help with addressing these issues and questions.

UGA EdTech – Beth Woods

Starting a new group (UGA EdTech), this group came out of the compact planning session. The purpose is to gather a collaboration group of instructional support personnel on campus so that they could collaborate, work together and push forward classroom technology (face-to-face, online). The group will address campus wide needs and
hopefully approach EITS and CTL as a group rather than as individual units or colleges. This could be a better way of addressing some of the compact planning issues down the road. First meeting will be held on December 18th, 2:00-4:00 p.m., Pharmacy Building, Room 220.

UGA EdTech currently has 28 members, have representation from each of the major colleges on campus and have representation from the extended sites. Group will try to meet twice during the semester and the meetings are open to anyone who supports instructional technology.

SACS Certification Survey Email – Chris Adcock
Please send SACS examples to Dr. White

Security – Matt Blankenship

Matt, Brian, and Dr. White met to discuss how to reconstitute the Security Committee and how to make it not strictly part of ITMF necessarily but a free standing committee under the Office of the CIO. Looking at having a broader scope of input from a broader grouping of participants.

Group has not contacted anyone about serving but once they get into it they will have a representative from (Legal, Registrar, ITMF, Faculty, Student Government, Extended Campuses, Finance, Admission, Audit Group, Staff Representation/Staff Council),

Purpose of the group is going to be two-fold: (1) Pull in more interaction with the UGANET community for those things that have a much more technical nature (2) Non-technical side the group will focus on policy vetting. Not necessarily a group to create policy.

SACS Accreditation – Barbara White

See attachment III:

Dr. White is working on a draft document demonstrating compliance with SACS part 3.4.12 – Learning Technology standards. She is working to have the first cut by December 11th. Dr. White has the framework built but she needs examples of compliance. The areas that SACS is looking for are: (1) Information Access (2) Student Computing and Labs (3) Helpdesk (4) Libraries.

UGA IT Master Plan – Barbara White

Dr White has had discussions with the Provost, the new provost, and others concerning the concept of an UGA IT Master Plan.
Many of the discussions have been around the question “where are we going and where we are in comparison to our peers.” There is no enterprise plan that shows what the standards are and what the policies are.

Below is a list of some of the things that are relevant to IT that came out of the brainstorming sessions with other institutions:

- Long term strategy – Essential to UGA’s long term strategy will be its 5 year investment plan.
- Security – Enterprise-wide approach
- Workface Preparation and Training – Recruitment, Retention
- Compensation
- Policies
- Lifecycle Management
- Governance
- Data Management, Data Access, Data Integration

Dr. White will come back to ITMF in January with a draft document of an IT master plan for UGA and she will be looking for input from the group. Dr. White stressed the importance of making sure that the functional side is also on board.

**Quick Updates:**

Budget – No information yet.

New Provost – Dr. White has had two meeting with the new provost. We will find out in the new year if the reporting structure will remain the same.

Dr. Curtis A. Carver Jr., previously of West Point, is the new BOR Vice Chancellor and Chief Information Officer. Currently, he will be spending 2 days a week in OIIT and he will visit each USG campus. Hopefully, on the day that he is at UGA he will get a chance to visit with ITMF.

ACIT – Dr. White is the chairperson. Major issues they are looking at are Student Tech Fee and Hosted E-mail.

**Note: Report Summaries from Committees have been moved to the Pending Business section except for Security and Bylaws committees.**

**Meeting Adjourned.**