Present: Sue Achtemeier, Chris Adcock, Greg Ashley, Matt Blankenship, Sharon Burch, Bill Clayton, David Crouch, Bert Desimone, Shefali Dhar, Mark Ellenberg, Stan Gatewood, Judy James, Steve Kane, Will Laney, Anthony Mcleod, Juan Machado, Christine Miller, Jerry NeSmith, Tim Peacock, Barry Robinson, Jeremy Sanderlin, Cletus Stripling, Rayid Tartir, Jeff Teasley, Sharon Thelen, Gregory Topp, Carol Watson, and Chris Workman.

Absent: John Anderson, Mark Cherry, Lee Cornell, Mike Dennis, Corey Doster, Debbie Ellerson, James Gilstrap, Sandi Glass, Brad Hunt, Paul Keck, David Knox, David Matthews-Morgan, Tammy McGarity, Teresa Payne, Wayne Peacock, Jeff Pentz, and Nathan Pettigrew, and Chris Wilkins.

Temporary recording secretary: Cletus Stripling

Approval of Minutes:
The minutes from the 3/1/2007 were approved and are posted on the ITMF web site, http://www.uga.edu/itmf/minutes.html.

Recording Secretary:
A new Recording Secretary is expected to be in place by the May meeting.

Welcome of Visitors:
Matt welcomed everyone to the meeting and asked any visitors to introduce themselves. Jeremy Sanderlin, a system administrator from the Institute of Ecology and Anthony Mcleod an IT Professional from the School of Public and International Affairs were present.

Membership:
Cletus Stripling indicated that Anthony Mcleod would be filling an existing vacancy as a voting member from the School of Public and International Affairs and that Melanie Bone would be filling an existing vacancy as a voting member from the Vice President of Student Affairs area representing the Student Financial Aid Office. Currently, all vacancies are filled with the exception of one that he needs to confirm from the area of Senior Vice President of Academic Affairs and Provost. Jeremy Sanderlin will probably serve as a voting member representing the School of Ecology once the new bylaws are approved.

IT Security Committee:
Matt Blankenship provided a handout (Attachment I) of the ITMF Security Advisory Committee. At the last ITMF meeting, it was agreed that the committee should be a
standing committee. One of the purposes of the committee will be to provide analysis and feedback on policy.

The handout included the following list of people who have been identified as members for the committee.

Paul Keck, Rayid Tartir, Shefali Dhar, Juan Machado, Will Laney, Lewis Noles, Jerry Nesmith and an “unidentified” representative from Terry College. (Matt will talk with Brad Hunt to identify someone). Christine Miller also mentioned that Michael Hill from Franklin College might be a good addition to the committee since he was involved originally and has an interest as well as holds a SANS security certification.

The handout also includes some recommendations for a first meeting.

Review of Bylaws:
The bylaws were last updated in February 2005. Sandi Glass and Christine Miller reviewed the bylaws. Christine proposed that she send a draft of the changed bylaws to the listserv and solicit feedback. She suggested a period of review of approximately two weeks with a week to incorporate changes with an official vote by the next meeting. If consensus cannot be reached for a vote the vote can be held at the June meeting.

Human Resources update:
Judy James provided an update of some things happening with the Human Resources area. She mentioned that there had been some reorganization and to expect a newly designed web site by the end of summer.

A new Employee Benefits Director, Jeff Overweg has been hired. He replaced Dave Williamson who retired and moved to Florida. There have also been some changes at Training & Development. A new Career Development Center for Employees will be led by Judy. Mary Digiacomo is taking of the leadership series and guiding those who have started it to completion. The program will be revamped and improved along with other professional development programs. Two new thin client labs are in place. Maria Cleghorne is the new Director of the HR IT Department which is housed at T&D.

A new job application process will be put in place soon. HR has purchased a product called PeopleAdmin.

Greg Ashley commented that HR has implemented a new Executive Search Service that EITS has used and he was really impressed with the service. Judy thanked Greg for mentioning the service which is being led by Frank Digiacomo (Mary’s husband). Information about the service can be found on the HR web site at http://www.hr.uga.edu/efsg.html.

Matt Blankenship mentioned that he had requested an update from Duane Ritter on the data that was used during the IT Jobs Committee work. Duane recommended that Matt talk with the new Associate Vice President for Human Resources, Tom Gausvik.
had a phone conversation with him and expressed an interest for him to possibly come
and meet with ITMF to discuss his vision for HR and the IT Professional process/state at
UGA. Matt also expressed an interest in obtaining an update of the data. Tom was a little
hesitant to just offer the data and expressed his focus has to be on the global perspective
across all positions at UGA and not just IT Jobs. Discussion followed on what are the
questions or information that we want or need to know from him.

Matt will give Tom a list of our upcoming meetings and a list of ITMF members and
invite him to a future meeting.

Unfinished Business:
DOAS Media Sanitization Policy:
Matt asked if there had been any word on an updated DOAS Media Sanitization Policy.
Stan Gatewood had to leave the meeting early and had gone before this was discussed.
Greg Ashley mentioned that not much has changed at this point. Cletus Stripling
indicated that Stan provided an update at the 4/3/07 UGANET meeting and expected a
revised policy in the near future. Several meetings had already been held with another
one scheduled for April 13th so progress is being made.

It was also mentioned that a “degausser” was being purchased and would be housed at
Property Control.

Java Training
A question was asked if any progress had been made in the possibility of arranging Java
training on campus. Sharon Thelen indicated that Steve Kane and she were working with
EITS Conference Services to try and provide training in this area.

Absolute Tracking Software
Chris Adcock mentioned that it had been mentioned that the Absolute Tracking software
could now be ordered through procurement. Walter Barefoot is the contact and
information about the contract can be found on the Procurement web site at

New Business:
Matt Blankenship asked the group what others were doing to obtain resources to assist
with specialized programming/development projects. A discussion followed various
issues relating to obtaining the necessary resources. One possible choice is the ASG area
of CITP; however, it is not always possible for them to have the necessary expertise or
resources when they are needed. Other concerns centered on the budgeting process and
being able to get the resources at the end of the fiscal year which is often times when
these needs arise or on short notice. This is perhaps a topic than can be discussed further
and with Tom Gausvik and let him know of some of the types of issues we face in this
arena.
Rayid Tartar announced to the group that InfoSec would like to update the list of signatures being blocked by the campus Intrusion Prevention System (IPS). Currently, we are blocking approximately 60% of the known high severity attacks. He will email the group a list of the exploits they would like to start blocking to UGANET and ITMF for feedback before the blocking begins. Feedback is welcomed on this project.

Jeff Teasley mentioned that there had been an announcement that Windows Vista was now available for testing purposes only through MSD. This should not be used on any production systems at this point.

Jerry Nesmith asked if there would be any interest in having an attorney come provide a presentation to the group regarding federal laws for electronically stored data and the discovery process. He recently heard the presentation and found it interesting. The group expressed interest. Jerry will follow up.

Meeting Adjourned.