INFORMATION TECHNOLOGY MANAGEMENT FORUM (ITMF)

THURSDAY, AUGUST 4, 2005

ROOM Y/Z, GEORGIA CENTER

1:30 – 3:00 PM

Present: Sue Aethemeier, Greg Ashley, Matt Blankenship, Bill Clayton, Debbie Ellerson, Stan Gatewood, Sandi Glass, Judy Howell, Brad Hunt, Stuart Ivy, Paul Keck, Will Laney, Tammy McGarity, David Romine, Larry Sanburn, Christopher Street, Cletus Stripling, Rayid Tartir, Sharon Thelen, Greg Topp, Carol Watson, Dale Wetzelberger and Chris Workman.

Absent: Chris Adcock, John Anderson, Sharon Burch, Mike Campbell, Mark Cherry, Joellen Childers, Lee Cornell, Martha Dennis, Mike Dennis, Bert DeSimone, Corey Doster, Mark Ellenberg, Alan Ferrenberg, Sarah Fraker, Judy James, David Knox, David Matthews-Morgan, Eric McRae, Christine Miller, Dan Murphy, Jerry NeSmith, Teresa Payne, Jeff Pentz, Cheryl Prichard, Barry Robinson, Jeff Teasley, Chris Wilkins and Barbara White.

Wireless Approval Database Presentation – Telephone Services manager Judy Howell gave a presentation on the new Application Support Group (a division of CITP) - designed Wireless Approval Database. She explained the history of wireless technology on campus, gave a preview of the database, recognized that an accompanying policy is being developed and noted that as of July 1, 2005, all wireless devices that have service associated with them must be assigned a tracking number through the database (via a departmental telephone representative) for approval to purchase and/or reimbursement.

Discussion of the topic centered on:

- The fact that the accompanying policy was originally slated to be finalized before the completion of the database and the issues surrounding this change.

- The three phases of the database, i.e. new requests, grandfathered requests, and reporting, tracking, changing and updating.
Whether or not changes in “ownership” of a University wireless device will necessitate a new tracking number.

Questions surrounding what actually gets tracked: devices, service plans or both?

Judy mentioned that the policy will address some, if not all, of these questions and concerns when it is completed.

Dale Wetzelberger noted that the last draft of the policy follows the state mandate that devices used for work will be tracked and are reimbursed for the cost of the equipment and for any use over the service plan. The policy will try to standardize the ways in which employees are reimbursed and will offer reimbursement for a portion of the home Internet service based on whether the service at home is “essential” or “incidental.” All work related wireless use is also subject to the open record act.

Brad Hunt noted that there is a policy subgroup consisting of himself, Christine Miller, and Chris Adcock that meets on Tuesdays to help in the development of this particular policy.

Information Security Updates – Stan Gatewood brought his staff, including Rayid Tartir, Christopher Street, David Romine and Larry Sanburn, to update the group on the VPN initiative, the state of the Infosec Website and SATE classes, and the Disaster Recovery/Business Continuity plan.

Rayid told the group that Infosec staff is in the process of migrating users of the campus VPN from the current box to the “authentication” server that will effectively allow VPN users the ability to authenticate via MyID. He mentioned that they are also currently working on metrics to determine who is using the VPN. He noted that there is currently no redundancy and that as soon as all users are moved to the new server (in a week or two) Infosec will make an announcement about the move.

Christopher Street informed the group of upcoming classes on August 24 and September 15 at Training and Development dealing with introductory information on Infosec and identity theft. He also mentioned that during the month of October, which has been
designated National Cybersecurity Month, several high profile speakers will be visiting campus. He also gave a brief update of additions to the infosec website.

Larry Sanburn reported that a DR/BCP has been documented and accepted for approval. This plan will require individual disaster recovery efforts from each department. Larry noted that the first “structured walk-through”, or test of the backup capability on campus, is scheduled for October 21st.

CENTBAC Highlights – Matt recently sent out an email inviting those interested to attend a meeting about future CENTBAC initiatives to be held on Wednesday, August 24th, 10:30 a.m. to noon, at a yet-to-be-determined location.

Subscription Services – Matt and Bert DeSimone will send out a survey via email to get an idea of who uses which subscription services and what kind of information those services utilize. They will also hold a meeting with Legal Affairs in August and bring discussion points on this topic to the September ITMF meeting.

IT Security Feedback – Brad mentioned that, to date, he has received no feedback on the Security Risk Assessment. He plans on “closing the book” on this issue at the next meeting. Matt asked Paul Keck to re-post the assessment.

Other Business:

- The group must hold an officer reelection in September with terms beginning in October. The group decided to begin reassessing membership gaps right away but wait to address those gaps until after the election.

- A note will be sent to the ITMF listserv to notify the group that nominations are being accepted before the September meeting. The election will be held before September 20th and Franklin College electronic voting mechanism will be utilized.
With no other business to discuss, the group adjourned at 2:50 p.m.