IT Advisory Committee Meeting
Minutes
May 20, 2004

Topics of Discussion:

1. Sheila gave the committee a brief update on the search for a new Director for Instructional Technology. Two candidates have been interviewed and her goal is to announce the new Director at the next IT Advisory Committee Meeting in July.

2. Sheila announced to the committee that Spam Scoring is now in production. An announcement will be sent next week to promote the use of the service.

3. Sheila updated the committee on the WiFi Wireless Network and stated a letter will be sent to all Deans asking for their feedback on a plan to deploy wireless across the campus. She also let the committee know that Heather White would be addressing the charges associated with this service at the Financial Officers budget meeting on May 27th.

4. Tim Brown gave an overview of the increased security measures being implemented by IT. He gave several examples of security measures like security patch management, epolicy, firewalls at many different levels, and security scanning to make sure work stations are not vulnerable or at risk for being compromised. Terrell Herzig was introduced. He is working closely with Dr. Michael Brooks and the Health System on overall compliance of the security component of HIPAA which will be effective starting April of 2005.

5. Jeanne Alexander and Sandi Ginter gave a brief update on the Oracle system. The new Go-live date for Finance will be October 1, 2004. The implementation team is using the additional time to test and to upgrade the modules to the latest versions. There are more training classes for the financial system than were needed for HR. You will be able to train with “play” instances instead of the simulation classes that were used in HR. There will be clinics offered closer to Go-live where users can come and practice. There will be key individuals from Finance involved in training to answer questions and give feedback. It was also suggested to communicate better when it gets closer to Go-live the key dates in processing requisitions. Several comments were made about the lists that went out last week regarding employees that did not have BlazerID’s. Some of the problem areas are those people who have temporary social security numbers in the student system and official social security numbers in the HR system, and people who do not have an email account.
6. Jeanne Alexander and Sandi Ginter also updated the committee on the new Effort Reports. In conjunction, the new reclassification form should be released in the next day or so. The training presentation is on the website and it is broken down into sections for the different levels of users. We expect a number of the effort report users will be first time users of the Oracle system. So, an email will go out to the group who will be certifying effort reports with detailed information on what to do and how to access the system.

7. Jeanne Alexander reported on the Student System and that SCT will be doing a demo in late July. The business process analysis is scheduled for November/December.

8. Sandi Ginter reported on the Oracle User Group. They have been meeting for the last month and it is a forum for end users to bring admin/oracle issues forward from the UAB community. They have created an Issues Log, which currently has about 30 issues with several of those issues already being resolved. The Group meets bi-weekly and is comprised of 10 people from different areas across campus.

9. Landy Manderson gave a brief overview of the email distribution list system. There are several subsystems, which he described. The PEEBLES system will be a way of getting information distributed to everyone within specific units and departments. Departments will not have to request that a list be made. Each area will have a designate who is approved based on certain criteria to create these lists. Bam-Bam will be more dynamic in terms of this being used as a way of getting information to the whole campus. An example would be like the UAB Reporter Survey that just went out on campus. This will also be based on a designate with a certain approval level. There is no limit to how many people in an area that will have the approval to create these lists. Dr. Orthner suggested that the CEDS (class email distribution) system allow a grace period before the list disappears. His example was a class list where the grades have closed out, but he still needs to communicate with the students. Landy explained that this is tied to STARS and they are working on a way of tying it back to the history and archives for a certain period of time.

10. Another agenda item was mentioned regarding the Internet 2 bandwidth and the links to Atlanta. Could that link be upgraded to accommodate some of the research projects that Dr. Orthner is interested in conducting. We need a dedicated fiber and SURA is currently exploring to join the NRL. Sheila commented that she would investigate this issue and report at the next IT Advisory Committee Meeting.

The meeting adjourned at 11:45.