

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

ACADEMIC AND INFORMATION TECHNOLOGY COUNCIL
Tuesday, 25 May 2010, 8:30 to 10:30 a.m.
Faculty Lounge, Bernhard Center

Members present: D. Code, C. Emerson, S. Falan, S. Garrison (for J. Reish), J. Gilchrist, R. Leneway, T. Mingus, P. Parker (chair), Andrew Phelps (for B. Glock), J. Raveloharimisy, J. Van Der Kley (for L. Rinker), D. Walcott

Guest: Brad Morgan, Office of Information Technology

Procedural Items

Welcome and Introductions

Parker convened the meeting at 8:32 a.m. Introductions followed.

Acceptance of the Agenda

Emerson moved (Leneway seconded) agenda approval, and the motion passed. Parker asked whether Walcott will replace Simpson as the Senate Executive Board representative. Han is currently on sabbatical. Parker welcomed back the re-elected Leneway, Ruellot, and Whittaker.

Approval of the Minutes of April 27 2010

Code moved (Leneway seconded) that AITC approve the April minutes, and the motion passed.

Informational Items

Chair's Remarks – Pete Parker

Representatives from the WMU Bookstore presented at the May Senate meeting on ways to purchase etextbooks. Parker asked whether AITC should discuss etextbooks in the future, and Gilchrist suggested including publisher-sponsored elearning systems. AITC will develop new working group charges over the summer to get approved.

*Chief Information Officer Report – Jim Gilchrist
WebMail Update*

Most faculty email will be migrated by June 30. Migration of this nature (“flash cut”) has been tested at Merit. Gilchrist provided details of what to expect during the migration (messages arriving out of order, time to transition between ECS and Webmail+, etc.). OIT wants to finish GroupWise migration by the end of July. Once that migration is complete, users will still be able to look at GW to make sure

calendar appointments migrated properly. All of those who use GW’s “pick date” feature should stop doing so immediately – appointments created using pick date will not migrate. Email filters also do not come over (GW rules don’t migrate). Shared calendars will not migrate because they are tied to GW addresses. Local Area Network managers are vetting a document advising GW users on preparing for migration. Address book sharing will have to be re-established. The Provost’s Council and the president’s senior leadership team have signed off.

Falan asked about archives, and there is a way to convert them. Gilchrist reported that Eastern Michigan University’s migration to MeritMail used the same strategy as WMU’s, and was “surprisingly uneventful”. Online help and public information sessions are planned. Train the trainer sessions are coming up – be a resource for people in departments. Email Edward Kluk to sign up for sessions on June 15 and 17 (9 a.m. and 2 p.m. each day). Staff from Merit will be on hand.

Elearning

Test instances are now available for faculty to try. WMU signed an agreement with Blackboard to continue Vista maintenance until 15 May 2011. The committee will do reference calls and will visit nearby institutions to see the systems in action. Faculty need to get a real sense of the user experience in these systems. Code mentioned a conference call with Saginaw Valley State University, a Sakai site. Leneway has assigned his summer graduate students to look at all four systems. Gilchrist distributed a document dealing with work that AITC does not normally consider. Off-campus faculty home departments could nominate them to AITC.

Voice over Internet Protocol (VoIP)

Gilchrist explained that WMU uses mostly Cisco gear for VoIP, and described how VoIP works and the advantages of decommissioning the current PBX switch that would cost \$2M+ to replace (roughly the same as VoIP). VoIP requires a single network. Though WMU cannot switch to VoIP or replace the PBX, VoIP would save WMU money in the long term. Gilchrist detailed which network switching gear on campus needs unused ports turned off, or to be replaced, as well as which buildings require wiring replacement. Gilchrist also detailed challenges of replacing wireless in buildings with asbestos, concrete block walls, tall book stacks, etc. A complete building network replacement project includes wiring, switches, and phones.

Other

Gilchrist covered Payment Card Industry’s Data Security Standards (PCI-DSS) compliance for payment cards. Strict national standards must be followed, requiring thousands of hours of work. Gilchrist described how TouchNet is managed and audited.

Discussion/Action Items

Working Groups – Reports/Future Actions

E-Learning – Bob Leneway, David Code, and Alan Rea

Videos are available from four vendor presentations. A decision will be made summer/early fall. Gilchrist wants a new system in production by fall 2011. Faculty may pilot courses in the new system during spring and summer 2011 with a complete cutover by fall 2011. WMU needs to replace Bb Vista with the best possible product because support is ending.

Data Security – Alan Rea and Delores Walcott

The group discussed cloud computing, Bradford, and mobile password locks at its May meeting. The question of whether a policy is needed to control what cloud computing faculty use in courses arose, and whether this would violate the AAUP agreement or present other risks. Parker cited Rea's note about mobile security and new email systems. A new committee on cloud computing is forming. Gilchrist reminded the group that we may not place federally-protected data into systems such as Google Docs, twitter, facebook, and publisher elearning; we are liable for our data, not Google et al. Gilchrist will resume research and work on this in fall, so that we may take the appropriate approach and communicate that with faculty. Policies for protected health information are under development. Garrison will replace Walcott on this working group.

Gilchrist also explained that OIT is discontinuing the requirement for Computrace, redirecting efforts toward encrypting data on laptops. Phelps asked about encrypted flash drives, as fewer people have encrypted those than laptops. Desktops are less of a concern as desktop theft is much lower.

Annual Report – Pete Parker

Suggest changes to Parker's emailed draft so that the report may be submitted in the next two to three weeks. There are no memoranda of action, but three presentations to the Senate this year and a clicker resolution.

Election of 2010-11 Council Officers – Chair, Vice Chair, and Secretary

Parker nominated Rea to chair, Emerson to vice chair, Garrison to secretary. The nominations were closed, and the slate elected.

June Meeting

Mingus moved (Emerson seconded) that AITC's June meeting be canceled. The motion passed.

Other Business

Leneway thanked Parker for his leadership of AITC.

Garrison mentioned that all University Libraries locations will have new public computers running Windows 7 by fall semester. The Libraries' Power Search tool will also become more prominent on the Libraries website. Leneway suggested that the Libraries add the inGenius community component of Books 24x7 and Garrison will investigate.

Adjournment

The meeting adjourned at 9:44 a.m.

Scott Garrison
Secretary