Technology Steering Committee
October 27, 2008

Members Present: Alan Bearman, Bob Boncella, Robin Bowen, Tom Ellis, Michael Gunter, Wanda Hill, Don Kellogg, Donna LaLonde, David Monical, Denise Ottinger

Around the Campus in 60 Seconds

- We are still being audited by Oracle. Their last request was to execute a couple of scripts on our Oracle servers. The results were sent in two weeks ago.
- Mike and Clayton Peters are now both certified for design and installation of the new surveillance system that will be installed in Police Department. This will save tens of thousands of dollars on the design and installation.
- Washburn will be hosting the Banner User Group Conference on the afternoon of November 12th and morning of November 13th. So far we have 130 registered to attend the conference.
- We now have a new Webmaster, Shane Bartley, and Marcus Routson, new Web Tech who will start on, Monday, November 3rd.
- Met with Nursing Accreditation Team.
- Working on PCI assessment (credit card industry processing guidelines for protecting credit card data).
- Reminder that we are getting closer to ACCSP2 cluster shut down, November 21st.
- This month we had random crashing of Sophos virus scanner, which has been fixed.
- We almost have all stats software moved over to WUSTAT. The last piece is SAS that is still on WUAAPS. Testing is being done and should be moved over by end of semester.
- We are testing a VPN solution to offer better access at home from campus. We are looking at a couple of different vendors.
- Two major projects, surveillance system upgrade for Police Department and Banner hardware, will be going to Board of Regents in December.

Microsoft Critical Update

- A message was sent out last Thursday, October 23rd to all faculty and staff, including students, about an urgent security update that patches a significant flaw in Windows. We patched all servers and WUAD workstations last Thursday night.
- Mike attended a short Web conference on the patch that maxed out Microsoft system. There were over 1,000 attendees.

Current Security Policies Are Available On-line

- Bob Stoller has been working on procedure of “Washburn Information Security Policies & Regulations” which can now be viewed on-line at: http://www.washburn.edu/iss/security.

Emergency Notification System – iAlert

- The emergency notification system that will deliver: voice calling, text (SMS) messaging, and email for university emergencies or closings has been rolled out. We have about 500 cell phones on the system and 120 landlines.
Amanda Hughes will be setting up a meeting with Mike and Whitney Philippi at WSGA to see if we can get more students signed up.

**LMS Selection Update (Don Kellogg)**
- Don is a member of the selection committee looking at a new Learning Management System (LMS) for next fall.
- Don mentioned that four vendors were brought to campus: *Angel, eCollege, Blackboard, and Moodle Rooms*. All have been videoed and Stuart Murphy has sent out links to all faculty to review presentations.
- The committee is asking for formal input. Please submit the form, if possible, by November 3rd. On November 5th and 6th sub-committee will get together and evaluate all information.
- Recommendations will be provided to Mike by Thanksgiving, pilot testing by next summer and implementation by next fall.

**Current Projects**
- The Committee reviewed the current project status handouts.
- Robin brought up process of *Dynamic Course Schedule* and Donna said the process looks good and will be finished on schedule.

**Website Redesign Timeline and Implementation (David Monical)**
- David gave us update on Website redesign. The President wants to get the site launched and then test the site navigation and design. This would be accomplished by a committee after launch.
- Shane Bartley has been making good progress in his new role as *Webmaster*.
- Shane has also sent out a notice to all web authors requesting they review current information before moving content to the new design.
- Tom is asking Steering Committee Members to speak with their colleagues and fix outdated information before rollout.

**Data Custodian Plan/Process Review**
- Who actually authorizes what? Mike distributed “history, definition and responsibilities” of data custodian. Data custodians actually own the data and authorize access with the data.
- One problem is data reports from different areas. Wanda suggests taking it away from individuals and fitting people into a role.
- Denise brought up definition of “we know the data, we understand the data” for each custodian. While this might not be practical, ISS will provide whatever support the custodian requires to make these decisions.
- Alan’s request is “take out familiar and suggest “data custodian must be designee” and flush out what “familiar” means.
- David brought up “students doing a lot of self service entry like Zip Codes and enter data that does not match the address”. The remedy is the current project sheet as “clean_address” which is in the queue.
- There has also been some confusion of GED data which should have been GPA data. Clean Address would not address this deficiency.
**Requirement To Eliminate The Use of SSNs**

- Ken Hackler says that Washburn should end the practice of using the last 4 digits of the SSN as a PIN. This procedure has been used for many years as a PIN for students and employees to look up their computer password, and to verify their identity at online (card swipe) locks.
- Mike says we may have to generate numbers and give that number directly to individuals.
- According to Ken, this has to be an auto generated number that could not be figured out easily.
- Bob brought up to still use last 4 digits of SSN and than issue a random number based on the SSN as a seed. If lost, it would regenerate a new number to get into MyWashburn.
- Mike will look into Bob’s suggestion and will check with other schools and see what they are doing to solve this issue.

**Ending Reminder:** Admissions will be busy the next couple of weeks because 70,000 brochures were sent to High School Seniors and Juniors inviting them to visit Washburn University. This will affect the Admissions main number and group email. ISS has setup a new ACD so that up to 15 people can answer the single number.