

**ITPC – Meeting Notes**

<b>Date: October 10, 2014</b>	<p><b>Committee members present:</b> Mary Jo Baisch (Presiding), Dylan Barth, Bob Beck (x-o), Noelle Chesley, Rachael Daniel, Aparna Datey, Madhusudan Dey, David Frick, Mark Jacobson (x-o), Jim Kavanagh, Laura Pedrick (x-o), Gabriel Rei-Doval, Steven Pevnick, Lisa Silverman</p> <p><b>Excused:</b> Sommers</p> <p><b>Others present:</b> Kristin Briney, Thomas Bunton, Tanya Choice, Dave Crass, Shane Dunlap, Tamara Edmond, Keith Emmons, John Goodman, Mike Grypp, Alex Hardy, Brad Houston, Homer Hruby, Scott Kleba, Elizabeth Leake (Recording), Mary Luebke, Bobby Jo Morse, Ann Nehring, Beth Schaefer, Jim Schultz, Chris Spadanuda</p>
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<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/ Conclusion/ Rationale</b>	<b>Responsible Parties</b>	<b>Date Due</b>
Approval of the Sept. minutes	Approval moved by Frick, seconded by Barth. (Pevnick abstained, but the motion was otherwise approved by acclamation).	Transmit to Secretary of the University	Stack	10/17/14
Returning ITPC Member Stephen Pevnick	Baisch welcomed Pevnick.	Pevnick volunteered to serve on the Ed Tech committee (via email to Baisch). Forwarded to Laura Pedrick for consideration.	Baisch	
Draft Resolution Recognizing the Successful Migration of Office 365	<p>Presented by Kavanagh. Discussion included many positive remarks (document follows).</p> <p>Silverman conveyed concerns from the History Dept. that had been shared with Beck via email.</p> <p>Beck explained that the migration was a success, and described issues associated with a necessary learning curve (differences in the web vs. desktop clients). He will draft a letter to the community to announce the migration success and next steps.</p> <p>Morse provided a brief overview of next steps.</p>	<ol style="list-style-type: none"> <li>1. Resolution transmitted to Secretary of the University</li> <li>2. Beck will send a message to the campus community.</li> <li>3. UITS will host two informational sessions in October where members of the community can learn more about the Outlook desktop client (features), and ask questions about the migration. Answer</li> </ol>	<ol style="list-style-type: none"> <li>1. Stack</li> <li>2. Beck</li> <li>3. Morse</li> </ol>	<p>10/17/14</p> <p>10/17/14</p> <p>October</p>
Retirement of pantherLink (email, calendar, hardware repurpose)	Morse described the process necessary to move toward decommissioning of the hardware used to host pantherLINK email and calendar. The hardware is still viable and could be used for another purpose			

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	<p>(saving the university tens of thousands of dollars). The longer the environment is retained, the more likely the chance something will fail, or be exploited. UITS would like to decommission the hardware in November.</p> <p>Discussion ensued and the consensus was to retain the environment until after Winterim Break so faculty have time to conduct a data-migration integrity check in pantherLINK to make sure everything they need actually migrated.</p>			
UWM WiFi funding (follow-up from September meeting decision)	<p>Beck described how WiFi on campus has historically been funded (piecemeal) and what is needed for the future if UITS is to provide a sustainable service. Discussion about the lack of WiFi in residence hall rooms ensued.</p> <p>Discussion ensued about the lack of WiFi in residence hall living space.</p> <p>Bunton said \$1.7 million is needed to complete the campus project and another \$5 million for student living spaces. He also advocated that the campus needs to strategically look at the continued investment of the service so that the users are provided with a consistent user experience.</p>			
Anti-Cyberbullying Amendment to Acceptable Use Policy (AUP)	Beck requested that the following verbiage be reflected in the AUP. "Persons may not use University IT resources to commit acts of Cyberbullying as defined in the UWM Code of Conduct." Approval moved by Frick seconded by Barth and approved by acclamation.	UITS will transmit the amended document to the Secretary of the University.	Stack	11/17/14
Web publishing tools for faculty/researcher	Jacobson appealed to ITPC that a task force be formed to examine campus need for a resource that would allow individuals (or projects) to self-develop and	Interested parties should email Jacobson who will report back to the committee in Nov.	Jacobson	11/17/14

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content	maintain (non-UWM branded) content. At this time, we need to define the requirements so that a need-based investment can be recommended by ITPC.			
Technology input into the UWM Strategic Plan (Discussion).	Technology Thematic Team report: <a href="https://pantherfile.uwm.edu/xythoswfs/webview/_xy-39739500_1">https://pantherfile.uwm.edu/xythoswfs/webview/_xy-39739500_1</a>	Should be posted to the committee web site	Baisch/Stack	11/17/14
Committee Reports	CSAB: Kavanagh explained that the Cloud Services Advisory Board is working on a risk matrix. One goal is to identify low-hanging fruit (low-risk transactions that require less vetting).			

**Recognition of UITs’s Successful Migration of UWM’s Email and Calendars to Office 365**

WHEREAS email and calendaring are vital tools for faculty, staff, and students to use in conducting their daily activities at UWM;

WHEREAS Office365 was selected to replace Zimbra based on the results of a multi-year evaluation process that included feedback from students, faculty, and staff;

WHEREAS the system design, technical implementation, and data migration were performed on a short timeline, with a conservative budget, and without any additional IT staff;

WHEREAS contract negotiations, bandwidth limitations, midstream feature changes, and other unforeseen complications were overcome in order to deliver the service on-time;

WHEREAS project teams were assembled with members from all over campus to ensure inclusive decision-making, to represent the diversity of needs, and to maintain open communications;

WHEREAS UITs staff worked continuously to migrate 21.9 terabytes of email for 59,379 accounts in just 57 days;

Therefore, BE IT RESOLVED that upon the recommendation of the Chair and members of the Information Technology Policy Committee (ITPC), the ITPC extends its gratitude to University Information Technology Services for the successful and expedient migration of UWM’s email and calendars to the Office 365 system.