Administrative Advisory Committee on Computing

Meeting Minutes

September 6, 2005

Attendance:

Members Present: Irma Arellano, Navjit Brar, Anthony Colvard, Leigh Elfrink, Sandra Harris, David Mason, Barbara Melvin, Rick Ramirez, Holly Sletteland, Susan Sparling, Susan Stewart, Vicki Stover, and George Yelland (Chair)

Members Absent: Patty Van Belleghem, Dan Buscaglia, Rob Drury, John Fisher, James Maraviglia, Linda Neill, David Ross, Mary Spady, and SC3 representative

Guests Present: Robert Bojorquez, Timothy Kearns, Johanna Madjedi, Craig Schultz, Karen Vaughan, and Thomas Zuur

1. Introduction of Committee Members to New ITS CIO Tim Kearns:

Kearns, CIO of Information Technology Services (replacing incumbent Jerry Hanley) was welcomed and introduced to the AACC members followed by an introduction of AACC members present.

2. Announcements:

A. LMS – BlackBoard Status and System-wide Focus Groups – Kearns reported on recent BlackBoard architecture improvements, emphasizing proactive system monitoring.

BlackBoard and Web CT currently dominate the LMS market. However, the CSU is investigating the future direction of learning management systems and alternate open source solution implementation to meet each individual university’s future requests, as well as library, faculty, and student needs. LMS summits are scheduled next month in northern and southern California.

Discussion continued on Oracle’s upcoming “Fusion” Middleware upgrade and their recent purchase of an Australian LMS product.

B. CMS – Student Administration Status; Admissions Go Live – Yelland presented a short status report on the CMS Student Administration Program. The initial go live for Student Admissions will occur in early October. The major technical deliverable with Admissions is the “MCA” Multi Criteria Admission program. Future phases include Registration and Financial Aid.

3. PolyComm Update:

The new PolyComm Oracle based campus messaging system migration began summer, 2005. Robert Bojorquez distributed a “Status Report PolyComm: AACC September 6, 2005” depicting project goals, issues, and status. Migration of
faculty, staff, and student clients is ongoing. All student migration (including new enrollees) is expected to be complete prior to fall quarter. Returning faculty migration will be responded to as a high priority.

Cal Poly, considered the largest college user, is receiving intensive Oracle support on a daily basis. There will be intense system monitoring by Oracle and ITS staff during the first week of fall quarter.

The “spell check” feature is not currently available on the messaging web client due to functionality issues, and won’t be available until the next “10-G” upgrade.

Madjedi responded to queries as to when the Portal Application Monitor channel will reflect Oracle mail status by sharing the complexities of the interrelation between the systems. ITS is working on amendments to the Application Monitor. Bojorquez will follow up with removal of the Open Mail status reporting in Application Monitor to eliminate confusion on email status.

SPAM and virus concerns are being addressed by the Mirapoint upgrade. Schultz reported on a proposal to delay all SPAM marked email (70-80% of all incoming mail), to process during non-peak timeframes.

Campus communication on this messaging migration and training classes were publicized in the Mustang Daily, Cal Poly Report, Cal Poly Home Page, mass email, and through advisory groups, and LAN Coordinators.

Schultz encouraged expediting the messaging migration in order to reduce costs associated with maintaining two systems. The Open Mail maintenance service is now on a costly month-to-month basis.

A recent student survey responded positively to a student calendar system with opt in/out option.

The upcoming Oracle 10G upgrade is now available. Additional Oracle Suite services; i.e. File Sharing, Web Conferencing and Instant Messaging will be implemented next summer.

4. AACC Sweeps:

A. Feedback on Computing Committee Joint Priorities for 2005/2006 –
Yelland reviewed the AACC 2005-2006 Priorities, and their ranking and status. Highlights focused on: Cal Poly Portal-Improved content; PolyComm Collaboration Suite Tools (Files, Web Conferencing and Instant Messaging) – Phased implementation; Identity Management - Expanded self-service management option; Warehouse Redesign – Enhanced content and new functionality implementation; Query Tool Replacement – Discover and Oracle Reports in production with end user training following; Portal Development – Received lower priority to Student Administration implementation; PolyProgress and Student Administration – Top priority with implementation underway; CMS Finance – 8.0 upgrade to be implemented with Cal Poly as a
“pilot” user. It was agreed that this priority would be changed from a 2 to a 1 to reflect campus agreement to be a pilot with the Chancellor’s Office.

B. **ITS Priorities for 2005/2006** – Madjedi reviewed the SC3 2005-2006 Priorities (available at [http://sc3.calpoly.edu](http://sc3.calpoly.edu)). Student interests focused on improved email, shared file space, wireless connectivity, predictive planning/class scheduling, expanded lab access, and a desire to input on Learning Management System architecture (consistency on information location, terms, etc.).

Schultz distributed IACC Sweeps and Priorities, Version 6.0 dated June 10, 2005, (available at [http://iacc.calpoly.edu/](http://iacc.calpoly.edu/)), which will be redefined later this month. He referenced some near-term priorities; i.e. revised communication processes, Workstation Program laptop amendments, CSU system-wide software site licensing, and “eERP” business process integration with teaching and learning.

A document addressing AACC, IACC, and SC3 joint priorities and ITS’ implementation response will be developed by ITS.

5. **Other:**

   A. **Policy** - Board members requested an update on new campus policies on campus email and registration/fees.

   B. **Email as Official Communication** – Members discussed the proposal to use email as an official means of communication to students, faculty, and staff. Melvin encouraged communication and support from employee unions, and spoke to a concern with computer availability to all campus entities to access email on a daily basis.

**Minutes provided by:** Karen Vaughan  
ITS / OCIO