Administrative Advisory Committee on Computing
Meeting Minutes

December 6, 2005

Members Present: Yelland, Barr, Colvard, Elfrink, Mason, Margie Coolidge for Melvin, Ramirez, Ross, Eumi Sprague for Sletteland, Stewart, Stover

Members Absent: Brar, Goodman, Harris, Holleran, Maraviglia, McCall, Melvin, Sletteland, Spady, Sparling, SC3 and IACC Representatives

Guests Present: Kearns, Kimball, May, Schultz, Shaffer, Warnick-Wait, Zuur

1. Approval of Minutes

The minutes of the 11/8/05 meeting were approved as written.

2. Short Announcements

Introductions (Yelland)

Eumi Sprague was introduced as representing the Foundation in place of Holly Sletteland who is retiring at the end of the month.

Windows Terminal Server Status (Schultz)

Cal Poly CMS-Windows Terminal Services (CMS-WTS) are in production for both Finance and HR Brio users. The upgraded infrastructure is stable and handling loads well and replaces the aging Citrix server farm. The majority of support questions have centered on users forgetting passwords and ITS has worked closely with AFD for tuning questions. Visit http://software.calpoly.edu/CMS-WTS.html for additional information. In response to technical user questions: HRSA developers will continue using Citrix until specific AFD Novell server drive access can be fully integrated with the new CMS-WTS infrastructure. Teams from AFD and ITS are working closely on implementing a solution to migrate HRSA developers from Citrix into the CMS-WTS environment during Winter Quarter. The migration would be a "big bang" as opposed to a phased approach; testing has been on-going since mid-November for HRSA developers and looks very promising. Updates will be provided at future meetings.

Anti-Virus Site License (Schultz)

Cal Poly’s anti-virus software site license expires in summer 2006. ITS will initiate discussions in winter and spring with AACC, IACC, LAN Coordinators, etc., to gather requirements for an anti-virus solution that meets the strategic needs of the campus.

ASI Application (Colvard)

ASI currently uses Foundation to process its payroll and is looking to improve its internal HR functionality by adding additional capability. They are in the early stages of reviewing potential products and have identified a few that fits its needs. They plan to invite HR, ITS and others to attend demos and help ASI evaluate the products.
3. Email as Official Student Communication Status

IRMPPC reviewed and approved the final draft policy which Kearns will take to Management Staff and the President for approval. Yelland distributed copies of the final approved policy statement; an outline of standards, guidelines and procedures and the communication plan and timeline which should meet the needs of the SA project; and a summary of input from the advisory committees. ITS will be drafting guidelines and FAQs for further committee review and comment in January. Some processes may need to be reviewed and updated to enforce the policy, e.g., students must update their preferred email address since email will be send to their campus account (@calpoly.edu). A key issue for students will be defining what is meant by official, e.g., by keyword, to limit the amount of “official” email they are required to read. This is consistent with Zuur’s position on communications to students.

4. Identity Management Update

Noting that a lot of progress has been made, May distributed and reviewed diagrams illustrating the identity management system, i.e., identifying people and defining roles and access. Identity management is an integral part of the data warehouse, taking advantage of it to reconcile identities coming from various data sources/systems. May described the descriptive attributes which identify types and roles of persons and the identifier crosswalk that allows mapping between identifiers in any system. The data warehouse populates the enterprise directory with identity which can be used by the central authentication service and/or applications and services. (Some applications access the data warehouse directly while others go through CAS.) Some benefits of this approach include more consistency and flexibility, the ability to target information based on roles and to assign multiple roles to individuals, reduced need for departments to store data locally in “shadow” systems, and the ability to auto provision accounts for campus applications, e.g., email, calendar, portal, etc. Granting applicants immediate access to the portal at the appropriate time has been very successful and has reduced service calls to campus. Colvard asked about the timeline for granting students access to calendar. It has not been implemented yet due to FERPA considerations, but Ross expects it to be implemented by next fall.

5. Reporting Tool Transition Update

Ross said the campus will be moving to Oracle Discoverer, a web-based reporting tool, in a phased approach. Due to SA reporting requirements, the campus will continue to use Brio initially and then migrate to Discoverer. However, the current version of Brio is no longer supported, so ITS is looking to upgrade to the most current supported version that is similar to what the campus already uses so as to minimize training and support. Access to Brio will be via Terminal Services only and a desktop client not web-based. Yelland does not think it will be a big leap for users, but that needs to be verified. The database interfaces should be the same, but the repository query structure may change. Queries must be rewritten based on the new table structures regardless of the tool. This is viewed as an interim step to buy time and ensure stability pending development and implementation of Discoverer as the future web-based reporting tool.

Minutes prepared by: Mary Shaffer, Information Technology Services