Learning & Technology Roundtable  
Tuesday, October 14, 2:00-4:00 pm  
CSU-238, Nickerson Room

MINUTES

Present: Queen Booker, Ronald Browne, Jeff Henline, Linda Jacoby, Avra Johnson, Ted Johnson, Brian Jones, Don Larsson, Peg Lawrence, Judith Luebke, Gary McKinley, Jayme Pretzloff, Danae Quirk Dorr, Murtaza Rajabali, Steven Robinson, Joan Roca, Bryan Schneider, Udeeb Shankhadev Steven Smith, Julie Snow, Gary Urban, Steven Vassar  
Absent: Jane Baird, Matt Clay, Marilyn Delmont, Yvette Dulohery, Marni Dunning, Jan Eimers, Terrance Flaherty, David Gjerde, Jennifer Guyer-Wood, Catherine Hughes, Dawn Leech, Patricia Lipetzky, Joel McKinzie, Wayne Sharp  
Guest: Kevin Thompson

Steve Vassar welcomed the group to the meeting. He introduced Brian Jones from Admissions who will be replacing Joel Jensen. Students Jayme Pretzloff and Udeeb Shankhadev from MSSA were also welcomed to the table.

Announcements & Upcoming Events/Conferences (FYI)

- Next LTR Meetings this semester: 11/11, and 12/2 (CSU-238)
- EDUCAUSE 2008 Conference, Orlando, October 28-31, 2008: https://educause.edu/e08 - This is the top conference related technology in higher education.
- Teaching with Technology Conference: @ MSU, November 7, 2008 (free to MSU) – Please mark this conference on your calendar and attend if possible.
  http://net.educause.edu/mwrc09 - Attendance to this one should be more manageable than the national.

OLD BUSINESS

- Approval of Minutes of 9/9/08 LTR Minutes available at: http://lib.mnsu.edu/ltr/ltринfo.html  
  A motion to approve the minutes was made by Bryan Schneider. A second was made by Steve Smith. The minutes of 9/9/08 were approved without change.

- MnSCU Enterprise Funding - Proposal Review Subcommittee / Update - (Bryan S.)  
  Bryan Schneider announced that several LTR members volunteered to be on this committee. Vice President Delmont had also requested student involvement. Approximately $400,000 are available from MnSCU as part of this initiative.

- Cell Phone Policy group - Update (Bryan)
  There will be a MnSCU-wide meeting tomorrow of the Cell Phone Policy group.

NEW BUSINESS

1. Oracle Migration and Impacts - Update (Ted J.)
   The Oracle migration is proceeding according to the MnSCU plan. A timeline was created to reflect the period to fix bugs, testing activities, and the final cut over during Thanksgiving break. All data will be merged by that date. We hope that all will work according to the plan. Issues have been raised that need to be addressed before the “data smush.”
The database platform that MSU uses is fairly unique. We had an RDB platform and this was purchased by Oracle and will no longer be supported. There is complexity with this migration because of the number of records that are involved and there are also security issues. We were undergoing two significant transitions at the same time and now there is a third. The Uniface access to that data for offices attempted to migrate 3 times and failed. The fourth attempt was successful. This migration was to have been done one year ago.

2. MnSCU policy on passwords - Update (Kevin T.)
   Kevin Thompson, Information Security Manager in ITS, joined the group. He informed that MnSCU has made a change in the password policy. This was a result of an information audit that was completed last year. They determined that weak passwords were a system-wide problem. We will have a new password standard guideline that will take effect on January 1, 2009. The standard will be following these guidelines: 1) Passwords must be at least 8 characters long. 2) Passwords must be changed every 180 days. 3) Passwords must be a combination of 3 out of 4 choices: a. Upper Case and b. Lower Case, c. Numbers, and d. Symbols. To view the full policy, please see www.mnsu.edu/its/security

3. Dial-in lines - Discussion (Bryan S.)
   Bryan presented a slideshow showing the decrease in use of the dial-in lines for MSU. The dial-up option has been a benefit for Emeriti faculty and staff for several years. The service is costly and the number of people using it has decreased significantly. The total number of log-ins has been decreasing. The number of unique users logging in has decreased from approximately 2000 to 300-400. Of 237 emeriti faculty, only 50 actively use the service and the rest are students and staff/faculty. The amount of time that users are spending in each session has increased. An option is to reduce the number of lines but there is not a lot of saving. Another option would be to drop the service altogether but it would mean that Emeriti would lose this benefit. This will need to be discussed further after more complete information is compiled and then sent forward to Advancement and the President’s Office.

4. Electronic Door Security - Update (Bryan S.)
   There have been some problems with card access in the Julia Sears building and Otto Rec Center. The card panels didn’t have enough memory and with so many individuals using them, they failed. More memory is now being installed in the panels and they are working better. A software bug was also identified and that is being updated.

5. New Star Alert system – Update (Bryan)
   Bryan shared a handout from MnSCU Vice Chancellor Laura King. The Star Alert system offers a way of notifying faculty, staff and students of emergency situations on campus. This can now be done via text message. We tried using Connect ED but are abandoning that system. We are currently working on technical issues and need people to volunteer to make up a team. This topic is being tabled for now.

6. Energy Management - technology and green discussion (Gary Urban)
   Gary Urban shared information from an article in Campus Technology. This provides some good ideas on how to look at our campus and see what we are doing to be green and help us think about new ideas for using less power and conserving energy and resources. It is possible that the LTR will identify a sub-group to discuss this issue. The MSSA has proposed and environmental sub-committee to the President. Joan Roca volunteered to join Gary Urban to put together a one-page handout of
information consisting of ideas that we can put into practice to be more green. Joan will send an email to the LTR and ask for additional volunteers to serve on this subcommittee.

ONGOING TECHNOLOGY UPDATES

A. Student MSSA/STR (Students) – Murtaza Rajabali said that there have been a number of complaints regarding the College of Business Laptop Policy. He said that he made an error and announced that a printer was installed in Armstrong Hall and it has not been installed. This created a stir for students who thought that it was there. The students feel that the new website is excellent and there has been very positive feedback received. Murtaza was happy to see that there is a Student Government link. Three were concerns voiced that it seems as if MavDisk and MavMail are getting full faster. He wondered if there was any way to increase the size of these. Murtaza stated that when the password policy goes into effect that Help Desk staffing should be increased because there will probably be a lot of forgotten passwords being reported. Murtaza mentioned that the cell phone coverage in the Julia Sears Hall is terrible and students are unable to make calls from inside the building. Bryan Schneider said that the Student LTR will be discussing these issues.

B. Extended Learning / 7700 France (Pat L./Judy L.) - Judith Luebke stated that 7700 France seems to be going well. The temporary ITV is working well. They will be offering at least 10 more classes than last fall.

The Teaching with Technology Conference will be held on November 7th. Everyone is encouraged to attend. The first 200 registrants will receive a free lunch. Hurry and register soon. As of today, there were 58 registered. If you have trouble registering through the STARS system, please contact Judith and she will assist.

C. Library Services (Peg L.) – Peg announced that the Library is in the process of adding 6 group study rooms for student use. The tables and furniture will be installed and it is hoped that these rooms will be available for use by the mid November.

D. ITS - VP/CIO (Bryan) – Marilyn was absent but Bryan Schneider reported on her behalf. The discussion at the last CIO meeting was the RDB to Oracle migration. He is unsure of the end date but Ted believed that that target was around Thanksgiving. An RFP to select a vendor to provide a Customer Relations Management (CRM) package is in the works. It is very good to track new students and how we contact them. We are looking for a standard vendor. MnSCU is not committed at this point but price negotiations are underway.

An IT survey was sent to MSU students about 2 or 3 years ago. We would like to consider sending this out again. Some are for the idea and some are against. Marilyn will provide additional information at the next LTR meeting.

A working group is being formed to sit on the MnSCU IMS Advisory Council. This group will be looking at what we can do after D2L. We will continue to use D2L in the meantime but need to identify what next?

E. ITS - Networking/Systems (Bryan S.) – 7700 France is ready to go as far as video conferencing. There was a problem with the permanent installation but the portable unit is still there. EPA pointed to a wrong place for installation. MavCards for students at 7700 France are being issued. They will not have the same benefits as here, but will allow the students door access.
The phone system at 7700 France will offer a benefit to MSU, Mankato. We will be able to route our calls through there to avoid long distance toll charges.

The Uniface 8 upgrade went fairly well. The 2 hour time out change does not work yet but should be coming back.

F. ITS - ACC (Wayne S.) – No report.

G. ITS - Customer Support (Dawn L.) – The College of Business Technology Committee needs to get a student representative.

H. ITS - ISRS (Ted J.) – Provided earlier in meeting.

I. ITS - MSU Web & Portal (Ted J.) – The website redesign has been successful. The number of hits coming in from outside of the campus network has increased on the prospective student page from 2700 to 8500. That is a significant increase in traffic. Admissions will be the pilot as the first department to transition to the new template.

J. ITS - COMET/METNET (Ted J./Joan K.) – Joan Klanderud is no longer on the board. Evan Peterson has replaced her. Ted announced that there was unanimous approval to put 7700 France onto the network map. The ITV services are provided by COMET and cost approximately $11,000.

K. ITS - D2L (Jeff H.) - Jeff reported that there has been nothing new so that is good news. 😊

L. Other tech updates/announcements (Don Larsson, ..) – Don Larsson reported that because of the low number of D2L issues, there has been less of a demand. He stated that a recommendation has been made to create a statewide IFO Technology Committee. This is yet to be finalized.

Metro is in negotiation over a M.O.A. to create a master list of courses that are web based.

Don reported that pickaprof.com is a website that provides information about which professors are easy graders on campus. This site reveals grade averages that professors give.

TECHNOLOGY SHOWCASE

A. Demo (Ted J.) – Ted Johnson demonstrated the single sign-on aspect of the portal.

Meeting adjourned.

Respectfully submitted by: Julie Dornack

UPCOMING IN NOVEMBER

- MnSCU Updates (Al Essa & Joanne Chabot)
- Tech Fee Grants 2009 - RFPs