INFORMATION TECHNOLOGY COUNCIL (NORMAN)

2008-09 ANNUAL REPORT

SUBMITTED BY SARAH ROBBINS, CHAIR

Membership

The members of the 2008-09 Information Technology Council, their departments, and terms:

Faculty Senate Appointees:

- Darin Fox, Law 2006-09
- Suleyman Karabuk, Industrial Engineering 2007-10
- Tammy McCuen, Architecture 2008-09
- Sarah Robbins, Chair, University Libraries 2007-10
- Todd Stewart, Art 2008-11

Staff Senate Appointees:

- Chris Cook, Geography 2006-09
- Colin FitzSimons, Technology Development 2007-10
- Jeffrey Boles, CCE Outreach 2008-11

Student Appointees:

- Wes Franklin, Student 2008-09
- Edward Jones, Student 2008-09
- Zac McCullock, Student 2008-09

Ex-Officio Members:

- Robert Kelly, For the Vice President & Provost
- Burr Millsap, Vice President for Administrative Affairs designate
- Edward Baron, For the Vice President for Research
- Nick Hathaway, President Designee
- Dennis Aebersold, Vice President for Information Technology and CIO

The chair would first like to thank Information Technology for providing valuable information to the Council during the year. Nick Key, Matt Singleton, and Mike Sewell have provided ongoing support by attending meetings and making regular reports. The chair would also like to thank Darin Fox for taking minutes this year and Robert Kelly for his continued willingness to maintain the ITC website. Finally, the chair would like to thank members of the ITC for their active involvement in discussions and investigations throughout the year.

Projects & Issues

4x4 Update: IT removed social security numbers from 4x4s during the summer of 2008. 20,000 users were affected. IT received positive feedback for improving online security.
oZONE Sooner Student System: The oZONE portal is now live! A select few students are already using oZONE to correct missing Financial Aid information and review the status of their 2009-2010 financial aid. This update is the first of many launch phases for oZONE.

When fully implemented in fall 2009, oZONE will provide single sign-on, 24/7, Web-based access to Financial Aid, Pay, Enroll, Student Services, D2L, and E-mail; interactive tools to network with campus organizations like news feeds, campus calendar and more; and many other university services and resources that students use each day. All “admin” functions for these sites, including all CICS/TSO access will be enhanced and integrated with the oZONE portal.

Additional information, including an up-to-date timeline of milestones is available at ou.edu/ozoneinfo

Web Guide & Policies: Erin Yarbrough, from Web Communications, presented the Web Guide & Policy which was released in July 2008. It is available online at: http://www.ou.edu/webcomm/home/web_guide.html. The guide discusses web development issues such as usability, design considerations, optimization as well as policy issues.

Media Sanitation Policy: The policy addresses how University departments must remove data from media prior to its disposal. The full policy is available on the ITC website (http://www.ou.edu/committees/itc/). It has been approved and incorporated into the Administrative Guide as well as other appropriate policy manuals.

Password Expiration: State security policy requires password expirations. HIPPA and PCI compliance require it. Last forced change was 1-2 years ago. Password requirements will be based on roles and access to sensitive information. There is some flexibility. Last time, benefits enrollment was trigger. OU IT will give plenty of notice to users.

Course Capture Capabilities: Paul Thompson, OU IT, discussed the increased interest on campus to capture lectures and make them available online; hardware and software solutions available. Issues: (1) making the powerpoint slides viewable when recording standard video from the back of the room, (2) standardization, (3) copyright, IP, (4) accessibility, limiting access. It will be creating a campus committee to evaluate options and gather faculty needs. Additionally,OU IT has finalized a contract with iTunesU for distribution of captured course materials. OU IT hopes to utilize this committee to identify faculty already recording and distributing materials for configuring and testing the service.

Sustainability Initiatives: President Boren has convened an OU Sustainability Committee to ensure that the University is in compliance with environmental initiatives and also to take the lead in implementing cost saving environmental solutions. OU IT’s first major sustainability initiative is to standardize computer power settings across campus for both personal and institutionally-owned machines using a combination of automated policies and behavioral change. With over 20,000 personal computers and more than 7,500 institutionally-owned machines, the potential positive impact of this campaign is exciting.

Illegal Downloading: Complaints of illegal downloading have increased dramatically since January 2008. That increase, combined with new legislation passed in the fall, has forced OU IT, Student Affairs, and Legal Counsel to review the University’s procedures for handling these complaints, especially for repeat offenders. To ensure compliance with this legislation, OU IT must review the current policies for peer-to-
peer file sharing. If changes must be made, OU IT will strive to protect faculty, staff, and student access to legal file sharing methods or offer alternatives when possible.

**Election of New Chair:** By a unanimous vote of the ITC members, Tammy McCuen was elected to serve as Chair of the Council in 2009-10.