Present: Stephen Balfour, Aaron Brender, Lauri Brender, Becky Carr, John Chivvis, Bill Chollett, Steve Conway, Jim Culver, Fred Fisher, Kirk Hausman, Dave Jennings, Stephanie Leary, Jim Rosser, Henrik Schmiediche, David Sweeney, Ron Szabo, Pete Marchbanks, Allison Oslund, Michelle Osterholm

**Item 1: IPC Update**

A. Rules for Responsible Computing
   - Use the state definition of sexual harassment, instead of one created only for this rule
   - Privacy will be removed from this policy
   - Ethics policy for the University was merged with System Regulations

B. Security Surveillance
   - IPC reviewing a section of the security camera standard administrative procedure (SAP)

C. Employee Email
   - Draft of email policy was rewritten by legal representatives
     - IPC reviewing the updated draft
   - Legal representative says that very little employee email is considered state record, and that the laws about this topic are not very clear.
     - Email retention sub-committee will meet with a legal representative as part of its research

D. Software Licensing
   - A University rule regarding software licensing existed because it was required by System regulation. This regulation no longer exists
   - Considering revising the current University rule into a SAP

**Item 2: CIS Strategic Initiatives**

A. Dr. Pete Marchbanks presented strategic initiatives for CIS

B. Virtualization
   - Virtual disk space being installed and machines expected very soon
   - Testing power conservation and energy savings created by removing machines from campus buildings
   - Example Machines:

<table>
<thead>
<tr>
<th>Price</th>
<th>CPUs</th>
<th>Ram</th>
<th>Storage</th>
</tr>
</thead>
<tbody>
<tr>
<td>~$600</td>
<td>1</td>
<td>2 GB</td>
<td>32 GB</td>
</tr>
<tr>
<td>~$1000</td>
<td>2</td>
<td>2 GB</td>
<td>46 GB</td>
</tr>
<tr>
<td>~$2000</td>
<td>4</td>
<td>4 GB</td>
<td>120 GB</td>
</tr>
</tbody>
</table>
C. Exchange Service

- Close to ordering Exchange software
- Working with the Agriculture department to include them in Exchange offering
  - As we use more mailboxes the cost per mailbox will decrease.
  - Looking at possibly reducing price based on increased interest
- Anticipates campus availability in Summer 2010
- Exchange server will run 2010 server software

D. Zimbra Named Domains

- Waiting on equipment needed to offer this service

E. Email Discussion:

- Staff often gain more benefit when moving from Zimbra to Exchange than faculty do
- Memory limits on TAMU Email prevent Liberal Arts from using only this service
- Exchange 2010 provides better service to Mac users than previous version of Exchange
- Exchange integrates better with desktop applications than a web based Zimbra Client

F. Color Printing

- Considering replacing an old Black and White copier with a Xerox iGen 4
- Xerox iGen 4
  - Black and White prints at the same cost as current machine
  - High Quality color prints
  - Large format printing
  - Print finishing features including cutting, folding and stapling
  - Some non-printing features including the creation of custom web sites
  - Anticipates a 24-hour turn around for jobs
- Seeking enough business to justify the new machine

Action Items:
- Complete Spreadsheet about current printing needs

Item 3: Shared Services – Mainframe and Cell Phone Plans

A. Mainframe

- Mainframe moving to a smaller system will save costs of support and software

Discussion:
- Possible to eliminate the mainframe?
  - Currently houses BPP and FAMIS
- BPP and FAMIS
  - Funds for replacement probably not available anytime soon
  - FAMIS and BPP significantly improved in recent years
  - FAMIS does not have a departmental budgeting system
    - Changes in FAMIS to allow departmental features should be fairly simple
    - Created Sub-Committee to review FAMIS improvements
      - Steve Conway: Chair
      - Lauri Brenter
      - Becky Carr
      - David Sweeney
B. Cell Phone Plans

- Possible cell phone solutions:
  - Review stipend form: update for more customization
  - Provide guidelines for who should receive a phone
  - Reduce stipends to save costs
  - Implement stipend reductions on a 2 year cycle
  - Pay stipend based on a portion of bill, since phones used for personal and business purposes

- In reviewing cell phone costs consider trends:
  - Trend toward stipends and away from State-owned phones
  - Trend toward cell phones and away from desk phones

- Networking charges
  - Networking charges currently tied to land phone lines
  - Need new way to charge for this service if desktop phones are removed
    1. Charge fee per FTE
    2. Create annual charge for network physical ports
      a. Wouldn’t work well with wireless