In Attendance: Andy Bland, Stephen Balfour, Aaron Brender, Lauri Brender, Becky Carr, Steve Conway, Jim Culvar, Fred Fisher, Dave Jennings, Henrik Schimiediche, Ron Szabo, Ramesh Kannappan, Pete Marchbanks, Jeff McCabe, Holly Mercer, Michelle Osterholm

Item 1 EBS Roadmap Presentation

A. Ramesh Kannappan discussed the responsibilities of Enterprise Information Systems.

- Supporting Compass
  - Student information system that replaced SIMS
    - Live with all components for over a year
    - Oracle database with three tiered architecture
      a. Upgrading to 11G
      b. The current version, 10G, is no longer supported.
      c. Estimated completion July of 2011
  - Sun Hardware
    a. Two M8000
    b. Primary in Teague with failover in Wehner
    c. Expanding business continuity to have an automated failover
  - New features
    - Financial Reports
    - EIS has reached a point where they can ask for input from staff about desired new features.

- Supporting Howdy
  - Campus wide portal
    - For students
      a. Provides access to many campus resources
      b. Provides access to registration and records (Only available through Howdy)
      - For many employees Howdy isn't essential, so it hasn't been as broadly adopted or promoted among them.
    - Uses TomCat and Luminus
      - Luminus is a Sungard application that Howdy is built in.
      - Luminus is being updated.
    - Enabled for CAS 3 last summer
      - Applications that are CAS 3 enabled can be accessed from Howdy without a second login.

- Compass Enrollment Management
  - Tool to help with recruitment
  - Allows users to track all communications with prospective students and uses tracking to make campaigns adjustable based on student action.
  - Currently 100 users
  - Looking to expand usage
    - Staffing needs be addressed first
    - Timeline is not yet available

- Argos Reporting Tool
  - Allows people to create reports without working with EIS
Those interested in using Argos, must attend a training

- Argos does not require full programming skills, but some SQL skills
- EIS is primarily a technical organization, but even after the transition EIS employees many functional staff to test updates and changes to the system.

B. Question and Answer

- Is Argos Similar to Nomad?
  - Serves a similar purpose
- Can Argos be used to provide class rosters for building access?
  - Yes
- How is departmental reporting going? Will Argos allow people to do their own reporting?
  - People are sticking with it. A few levels of use are possible
    - 1st level is an in-depth understanding of Argos with the ability to set up queries and reports.
    - After some work has been done, it is pretty straight forward to make small changes and view reports.
    - College of Education has two people that went through the training and can do most of the things that are needed.
- How do we get access to Argos?
  - After taking the training you will be added to the system.
  - EIS is also considering access at a lighter level. EIS could some standard reports and makes them available to users.
- Why is 1985 the earliest date for records in Compass?
  - SIMS was implemented in 1985, and all the files in that system were converted.
- Will Howdy work in alternate browsers?
  - The only officially supported browsers are Internet Explorer and Safari. That doesn't mean that it will not work in other browsers. This doesn't mean that people aren't using Chrome or Firefox in the system. In EIS, if anyone asks a question, we will do what we can to support all browsers, but the vendor only officially supports Internet Explorer and Safari.
  - With the broadening field of devices, it is becoming increasingly important to support multiple platforms
- Right after rollout there were problems with people being able to access certain screens. Is this still a problem?
  - No reported problems at this time.
  - Most security is at the screen level.
    - Each screen can query access or edit access
    - Difficult to control individual fields on a screen.
      a. Have made progress with Social Security Numbers
      b. Can also set fields to prevent edits after a certain date
        - If problems are still occurring, we need to address what we want to implement.

C. Ramesh will make the PowerPoint slides available to ITAC.
Item 2 Texas A&M Digital Repository

A. Holly Mercer from University Libraries discussed the digital repository provided by the libraries.

- Repositories have been growing popularity and we've operated ours for about 5 years.
- The Texas A&M Repository (repository.tamu.edu) uses D-space, an open source software developed at MIT and used by many prominent universities.
- The repository provides a place where you can upload files, describe them, and allow anyone with HTTP access to download them.
- Faculty and staff may create accounts for uploading content.
- Content is given a permanent URL open to anyone for downloads
- Current usage
  - 14,000 items
  - 50 active collections
  - 14000 unique visits last month
  - 152 items added last month
  - Items in the repository include
    ▪ Masters theses and doctoral dissertations
    ▪ Most common download: textbook written by former Texas A&M president Dr. Ray Bowen.
- The repository is organized into communities and collections.
  - Libraries set up collections and permissions
    ▪ Describe and deposit on behalf of the owner
    ▪ Create permanent handles for every work
    ▪ Develop discovery and indexing
  - One prized collection is "Los Primeros Libros"
    ▪ Seventeen books owned by Texas A&M that were written in the new world before 1601.
    ▪ Only 240 of these books exist and Texas A&M is working with the University of Texas and several Mexican and European institutions to develop a collection for the Texas Digital Library.
- Texas A&M participates in OCL World Cat and the Texas Digital Library
  - OCL World cat is a federated library catalog.
    ▪ Includes repository content
  - Our participation in the Texas Digital Library provides digital preservation for items in the library

B. Question and Answer

- Are there copyright issues when using the digital repository?
  - Faculty can upload as long as approved by the publisher. Part of the service is helping with copyright issues.
  - Most publishers provide clear guidelines. Some are generous; others are not.
- Is the digital repository indexed by search engines?
  - Google has been forthcoming with telling us how best to be indexed. We provide a Google site index for Google to crawl.
- Does the Texas Digital Library support payment?
  - Supports a manual process with PayPal or Google Checkout
- Is it possible to have someone from the library present on the digital repository to a group of faculty?
  - University Libraries would be happy to present.
Possible ways to increase awareness and availability
  - Kindle, Nook or eBook stores
    - Perhaps if Amazon took on a model similar to iTunesU
  - Banner on the Cushing Library

**Item 3: Constitutional Vote**
A. Ron introduced the changes in the Constitution that reflect revisions made in the bylaws.
B. The primary difference between the two documents:
   - Constitution should be more general and require very few revisions
   - Bylaws can be amended to reflect changes in committee processes
C. These changes reflect cleaning up of the Constitution to make it a broader document
D. Since these changes suggest that a 2/3 vote should be needed to make revisions to the constitution, it seems appropriate to have a 2/3 vote to approve these changes.
E. **DECISION:** All members will submit votes via email to approve the Constitution changes.
   Changes were approved by email on December 15, 2010.

**Item 4: Open Discussion**
A. **IT Pro RSS Feed and PMO Fundamentals Training**
   - Michelle Osterholm discussed the IT Pro RSS feed that is available at [http://it.tamu.edu/it_news_itpro.rss](http://it.tamu.edu/it_news_itpro.rss).
     - This feed provides news and updates that specifically address the needs of IT Professionals
     - Anyone who has valuable IT news to include should send it to it-coms@tamu.edu or mosterholm@tamu.edu.
   - Michelle Osterholm also presented a reminder about the Project Management Fundamentals Training on January 25-27.
     - Several seats are still available.
     - To request a seat contact pmo@tamu.edu
B. **Workstation Upgrade Program**
   - Specifications for the computers available in the Workstation upgrade program were sent out this week to Distribution A.
C. **Report to Dr. Cantrell**
   - Ron Szabo discussed the report sent to Dr. Cantrell at the end of November.
   - This report was also submitted to Dr. Marchbanks.
   - Report included a summary of activity for September-November as well as a summary of our strategic planning and creation of subcommittee procedures and reporting guidelines
   - **ACTION ITEM:** Remember to follow guidelines when creating future subcommittee reports
D. **Membership Announcement**
   - Rons Szabo discussed sending memos to Mr. Taylor (interim vice president for operations) and Dr. Watson (Provost) to address membership from their respective unites.
E. **Status of Cascade Server Content Management System**
   - The CMS was recently purchased.
   - Subscription rate is about $3,400 per year, and will be adjusted down as additional customers are added
   - Current customers: Marketing and Communications, Computing and Information Services and Texas A&M University at Galveston.
   - Allison Oslund agreed to present on this at a future ITAC meeting.
F. Is anyone working on desktop virtualization?
○ Some people in Engineering, Facilities, and VPR.