

## **Technology Committee Meeting Notes – 10/19/12**

**In attendance:** Myrna Gantner, Janet Gubbins, Marcus Hurey, Randy Kath, Craig Schroer, Dean Sullivan

### **1) Notes on Gmail/Google Calendar transition:**

Kathy Kral's information about most recent details of Gmail/Google Calendar implementation were shared with the committee, including that there remain some legal details to be worked out regarding penalties for late payment or nonpayment for Gmail's archiving function (which we would need for legal reasons). Follow up questions and ideas included:

- Looking into how other Georgia institutions (and also Univ. of Alabama, Tuscaloosa) that have made this transition are handling these legal details
- Will UWG be retroactively archiving existing email from our system to Gmail?
- Do we still anticipate a January 2013 start date for beginning this transition?
- Is there anything the Technology Committee as a body can do to facilitate this process?

### **2) Institutional repository planning:**

The institutional repository presentation to the Deans' Meeting was discussed and, in particular, how to continue moving forward on establishing an IR for campus. Ideas discussed included:

- Using Tech Fee money to cover startup costs (this was mentioned in the context of how an IR would be used for student publications—journal articles, research projects, theses and dissertations—as well as would serve to build UWG's institutional reputation which would also benefit students directly)
- Make sure and include UWG staff in the conversation about an IR as they will be significant contributors as well
- Faculty's focus on an IR is mostly concerned whether posting materials in an IR would diminish their ability to have the same work published elsewhere. The library has already done an environmental survey of where UWG faculty are publishing and what types of agreements those publishers are using
- Craig will do presentation on institutional repositories for the November Faculty Senate meeting. This presentation will focus on faculty concerns regarding publishing rights, negotiating with publishers, the various practices currently in use to accommodate IR publishing and scholarly communication in general

### **3) Developing a roadmap to share with faculty concerning single sign-on implementation:**

Kathy Kral's thoughts on ramifications of single sign-on were shared with the committee. Notably, concerns about multiple systems being compromised if a phisher gets a hold of someone's ID/PWD and also technical considerations related to different systems having different rules for password complexity (e.g., numbers, special characters, length, etc.) and how this could preclude inclusion of all UWG systems under a single sign-on system. Discussion included:

- With some people currently synchronizing their ID/PWDs across multiple systems are we already facing a threat similar to what Kathy describes but in a less controlled setting? (i.e., if someone who currently synchronizes their accounts gets scammed there is no master switch to safeguard their multiple accounts)
- Many people are writing passwords on pieces of paper in their work area or on notebooks, checkbooks, etc. which defeats the purpose of ID/PWD assurance
- What would we need to do to develop a roadmap of single sign-on that we could share with faculty (how do we envision implementation)?
  - Identify all UWG/USG logon services currently in use on campus
  - Create an implementation timeline
  - Educate campus community about ID/PWD security
    - It was noted that an understanding of the crucial importance of ID/PWD security is a key learning outcome that we would wish to impart to students (and all of the campus community).
- How would we respond if financial services are included under single sign-on (e.g., student payment deadlines) and the system goes down?
  - Would we need additional 24 hour ITS staff just for such contingencies?
- What are our options in terms of various products that support single sign-on?
  - Free vs. for-pay services
    - What are the available options
    - It was discussed that we would probably wish to go with the most robust service available (even if for-pay) since a key goal is to move as many services as possible to single sign-on
- Janet Gubbins volunteered to canvas other USG schools using a single sign-on service to find out:
  - What system they're using
  - What logon services does it cover (or those that are left out)
  - What sort of budget/staffing etc. is entailed to support the system
  - What sort of contingency plans are in place for when the system goes down