

Information Technology Team Meeting

Date: 4/16/2010

Time: 2:00 PM

Location: EGF 115 TRF 545

Chair: Stacey Hron

Recorder: Holly Deschene

Next meeting date: April 30, 2010

Members Present: Stacey, Charles, Wyndle, Joanne, Juan, Dave, Holly, Jennifer

Members not present:

Agenda

- Summer Project Plans
- Summer Hours
- New Employee Process

Team Minutes

1. **Summer Project Plans:** Deploying Active Directory (PCs to Domain) by May – Rolling out SCCM System Center by June – Finish VLANS during Summer Semester – Inventory Management by late summer – Patch management by late summer or early Fall – Microsoft patches will be automatic once PCs join the domain – Communications Server...need to get moving with it by July 1 when WebEx is no longer provided by MNSCU – Push out Radius Server (web management server) especially for laptops it will pre-authorize you as you connect to wireless. No hard date on that. – Retirement of Virtual Office and Deploy Share Point in Early August (replacement for VO) – Moving files to Microsoft servers...no timeline on this yet. Exchange 2010 Phase 1 is getting a test server up by early fall – Solution for Malware security...will wait to decide once Juan and Wyndle get back from Symantec training. Windows 7 does not seem to be causing too much trouble. Looking ahead we should be able to deploy that fairly easily for newer hardware. Student email moved over to Microsoft.edu and hopefully that switch will happen this summer. – **Action Item:** Printing- Charles will have it ready to go by next Friday.
2. **Printing with new system:** Students will need to log into the Webpage to install the printer and then Windows will hold their settings. (laptops) Labs need to be in the Domain in order for this to work in a lab.
3. **Tanberg QOS:** Action Item: Joanne and Dave need to test them. (Monday) **Action Item:** Scott needs to take care of patch cables in the server room.
4. **Summer Hours:** Not being allowed
5. **New Employee Process:** Tickets should be real now. There is a default password when employees first are set up on the network. Please see Scott, Stacey, or Charles if you are unsure of what that is. When an employee leaves, we are to back up all data on computer to a CD and give to supervisor to do with it what they need to. Then the machine should be imaged and ready for the next employee.

Adjourn: 3:00