

Information Technology Team Meeting

Date: 6/6/11

Time: 10:00 PM

Location: EGF 301 TRF 662

Chair: Stacey Hron

Recorder: Holly Deschene

Next meeting date: 3/25/11

Members Present: Scott Foss, Karleen Delorme, Stacey Hron, Wyndle Kinney, Holly Deschene, Charles Gray, Jennifer Amiot (L)

Members not present:

Agenda

1. Updates:

Team Minutes

- **Update:** Deleted emails: an email was sent out; those that were here did what they should. Anyone else Stacey changed their password and restored their email. Be on the look-out for those that cannot get into their email due to the password change.
- We have 500 accounts. If the employee is not on the current employee list Stacey deleted the account if they have not logged in 2011 Stacey deleted them.
- Any students with GW accounts we will not be migrating.
- **Action Item:** Scott needs to check on if there is an ACL in place that will not allow talking one direction for email. All IT has been migrated over.
- We will be doing a complete migration of everyone over a weekend to see if there are errors and what not. Real migration will be in mid-July.
- **Novell:** Stacey is trying to get us out of our Novell contract. Everything needs to be off Novell servers by August 1st. **Action Item:** Help Desks on both campuses need to make sure that all users have Novell client removed, Zen and get SCCM and Forefront on all machines as soon as possible. Charles is pulling some reports to assist with this and is also trying to do some auto removal.
- **GroupLink:** We need to do some checking on how this will migrate over to the Windows servers.
- **Wireless:** Old wireless NCTC(...) will need to be pulled off Novell servers. **Action Item:** Scott will disable the old wireless today. Policies will be built to assist with the new switch over to the new wireless.
- **Pushing of Office 2010 and Outlook:** COI will be doing the training for Office 2010. 22nd in EGF and 27th in TRF. Holly and Jennifer will be doing training on Outlook migration, cleanup and intro to Outlook. **Action Item:** Scott will need to check on the Outlook Anywhere. **Action Item:** Stacey will check with Wayne on this. **Action Item:** Stacey will send an email to employees of Desktops and Wyndle will push the Outlook 2010 and Outlook this week.
- **Factory:** **Action Item:** Stacey will check with with Overby about Factory **Action Item:** Scott will contact Overby about the Web Queries for ISRS reports.