

University of Waterloo

COMPUTING TECHNOLOGY AND SERVICES COMMITTEE

Minutes of the Meeting held June 16, 2011

PRESENT: Alan George (Chair), Melissa Conrad (Secretary), Bill Baer, Bruce Campbell, Erick Engelke, Bob Hicks, Bill Ince, Paul Miskovsky, Carl Nagel, Terry Stewart, Jason Testart

REGRETS: Andrea Chappell, Marko Dumancic, Tom Serviss, Martin Timmerman, Roy Wagler

1. CHAIR'S REMARKS

Active Directory. On June 24th, Erick Engelke will provide an update on the Active Directory Consolidation Project at IST's Professional Development Seminar. Immediately following, Engelke will provide a similar presentation at a combined UCIST/CTSC meeting.

2. APPROVAL OF THE MINUTES OF THE MEETING OF JUNE 2, 2011 AND BUSINESS ARISING

The minutes of the meeting of June 2, 2011 were approved as distributed.

3. GUIDELINES FOR STUDENT FILE FORMATS, Alan George

Prior to the meeting, the Chair distributed proposed guidelines for student file formats to the Committee. These guidelines have been discussed at UCIST and have received that committee's approval.

The next challenge is to determine where the document should be posted. Ideally, every faculty member will see it. The Chair will distribute to Executive Council and ask the Deans to pass it on to their Chairs. It will also be sent to the Daily Bulletin and others.

4. TR REKEYING INITIATIVE UPDATE, Bruce Campbell

The process of rekeying the telecommunications rooms on campus is approximately 25% complete. Campbell apologized for situations where rooms were rekeyed before keys were issued to those who required them. He stated that it is sometimes difficult to coordinate the rekeying with Plant Operations whose staff is completing this project as time permits. Campbell asked any committee members who do find themselves locked out to call anyone in Network Services to be let in to the room and issued a key permit.

5. SECURITY UPDATE, Jason Testart

Secure Doc is being updated to the latest release.

Net ID development is nearing completion. Net ID will offer sponsored-guest wireless access. Anyone would be able to login to create specific limited lifetime, guest accounts for visitors. Discussion regarding the future of the current guest system will be required.

6. UPDATES (VARIOUS TOPICS)

Student Email (Martin Timmerman). No update.

Exchange Migration (Martin Timmerman). Migration continues.

Printing (Marko Dumancic). No update.

Active Directory (Erick Engelke).

- A text document design of the Active Directory was recently completed
- Visiting various groups to discuss the design and receive input
- Going ahead with working test system and will add incremental changes as required
- Campaign to educate
- Working on documentation
- Milestones will be announced in the Daily Bulletin
- Plan to start moving things by the end of summer with the objective of completing the exercise by spring of 2012.

Green IT (Terry Stewart). The group is planning to meet once this summer to begin work on a positioning statement.

Software Vulnerability Management (Jason Testart). No update.

8. OTHER BUSINESS

Networking. Bruce Campbell reported that Juniper has acknowledged they have had issues with their high availability cluster. Campbell is looking at breaking the cluster and moving to two separate firewalls. There will still be redundancy.

Faculty Onboarding. A committee member shared a concern raised at WNAG that perhaps new faculty members are not being hired into the HR system in a timely manner. Any hiring delays complicate the creation of computing accounts. The Chair will follow up.

Waterloo CMS Report.

1. A flat URL scheme for site names:
 - It's strongly suggested to use lowercase and dashes for readability (e.g., uwaterloo.ca/science or uwaterloo.ca/biology)

2. Redirects for existing pages:
 - A redirection service set up to point into the CMS.
 - Mainly to support “in print” URLs.
 - Would not be redirecting indefinitely.
 - May want to use custom short URLs (uwat.ca) for new “in print” items.

3. URL selection/assignment:
 - It is important that this process start sooner rather than later so that uWaterloo Main has a better idea of what's available.
 - It is also important to get this organized before the URLs get out there – renaming an existing site is awkward and error prone.

4. No www – the CMS will automatically redirect URLs with the www prefix to the uwaterloo.ca site. All URLs generated by the CMS will use uwaterloo.ca.

9. *NEXT MEETING*

The next CTSC meeting will be held Thursday, June 30, 2011, at 1:30pm, in NH 3004.

/mlc
June 24, 2011

Melissa Conrad
Secretary to the Committee