3/8 review project plan and tweak

3/12 review w/ Barbara

(*) talk to Allen + Paul

(*) moving data to — Paul's requirements

(*) Mark Pearson consult

(*) training

- Services Retirement:
  - Brio Query: Armand asked if the rewriting of all the reports requires time from the end users? The Data Management team will work with the with the customers to understand what data they need to do their business and will generate reports that provide what they need, rather than just migrating existing reports. Mike would like to minimize the amount of time that we exist with both Brio and Cognos. The faster we get to the end point the better for him. **Approved**
  - Travel Legacy SAP: **Approved**
  - Thalia: In the past there had been some discussion about retiring this service. We are suggesting that we give the people using this service a 20 month notice period to migrate to a public offering, such as Flickr or Picasa. We would help them migrate off of Thalia. It was suggested that we recommend an option. Marty asked if we were we want to deactivate Thalia and get out of the image management business. Marilyn said that was our intent. We were asked if **there was an issue moving some of the images outside of MIT rather than keeping it in house? Are their ownership issues, privacy issues, branding issues?**
    - Marilyn indicated that this could be part of a bigger issue and described a conversation with Cec d'Oliveira regarding Google YouTube and iTunes U. There are concerns about potential copyright issues; the collection of permission forms (from performers, composers, etc.); establishment of policies, processes and practices; who would police and enforce the policies (be the gatekeeper). We are in the process of collecting information about what other schools are doing and will discuss this further. She suggested that **Perhaps we should discuss this at our next meeting**.
  - Remote access – Tether: The service is paid for in the TNSC. Armand said he spoke with someone at Slone who elects not to have high-speed service and this person wanted to know what the policy was regarding paying for dial-up services, in lieu of this service. The response was that it is the department's decision on how they wanted to handle the cost. A lot of schools have stopped these type services. It was suggested we provide a retirement notice period and then just turn off the service; perhaps we could recommend alternatives such as Earthlink **Approved**
  - Techtime – Mark said that the Koch institute was the only user of this service and that they were using it to coordinate laboratory scanner equipment. We have–have not had much success in getting them off the system. It would be helpful for the Governance Committee to provide us some cover in forcing them off the system **Approved**
  - IMAP: There are still 11,000 people using this service and 6,000 are affiliates. Mark indicated that Exchange can provide IMAP capability, but cannot provide POP capability. He explained that we have had outages on this service during the past year and it is becoming more difficult to ensure availability. Dan asked if it was easy to move to Exchange. Mark told him it was and that we've become adept at the conversion. Some areas are more difficult that others. He was asked if we could tell people that they were going to be converted, make it an Opt-Out situation. We were asked to go back and **put together an implementation plan for moving as many people as possible to Exchange.** The committee agreed that we **needed to discus the topic of affiliates at a future meeting**. Mark told

compare sw grid w/ catalog and reconcile fn pntfolio

vsvs maintaining data

Paul, Anne, Alex, Cynthia, Bryan, Andrea, Alex, Dave, Steve

the committee that if someone's affiliation with MIT ends, they are put in a pending deletion state, which could last for up to a year. We do a clean up once a year, but should revisit our policies. It is really easy for people to obtain an MIT email account for family or anyone else that asks to be sponsored for an account. We were asked if affiliates were able to obtain MIT certificates and Mark said yes. Claude commented that when you look in the online directory it doesn't indicate what unit owns the affiliate, just that the person is an affiliate. He would like it to identify what DLC/entity was sponsoring the affiliate. Mark indicated that an affiliate has access to some systems. **Approved**