

STAGEnet Management Committee Minutes

May 16, 2002

11:00 a.m. – 3:30 p.m.

DCN, 1615 Capitol Way, Bismarck, ND

Present: Jerry Fossum, Pat Forster, Roger Hertz, Glen Rutherford, Dorette Kerian, Bonnie Jundt, Jody French, Jerry Rostad and Rosi Kloberdanz.

Absent: John Grosen & Darin King

Action Items

- Jerry Rostad will draft polices for video (Bridging, Desktop, Multiple Sites)
- HECN will meet internally on Open Email Relays and will discuss the outcome at the next STAGEnet meeting.
- Determine the new voice representative.

Project Update – Open Email Relays/Network Misuse

HECN has several mail systems and will have to have an internal meeting on the open email relay issue. Once they have met the results will be discussed with the Management Committee.

Kenn Schroeder with ITD Security will get in contact with Dick Jacobson and talk about the process that Dick has in place to deal with network misuse.

Once updates have been provided on these issues the committee will have to implement a process so that communication is better.

Internet 2 – If there are two routers dedicated to I2, it gives I2 to all of the campuses. These routers will be provided at no additional cost to HECN. At some point these routers could provide a separate research network at a minimal cost.

There could be risks in using each of the existing Higher Ed. routers for I2. Cisco had listed some of the risks during a conference call. ITD will work on getting them forwarded to the committee.

STAGEnet Website Content

Jerry F. would like to have a STAGEnet website. At this time ITD is not able to have an intern in order to create and maintain the website. Jerry brought up the possibility that NDSU would help with the site. Rosi stated that she would check on the possibility and be in contact with Jerry. Jerry Rostad would like IVN to help with the content portion.

It also needs to be determined what will go on the website and how to go about getting that information. Some of the suggestions for content were:

- The committee minutes
- Technical Committee Projects along with the status of the projects
- Discussion Items
- Map
- Meeting schedules and agendas
- Contact list
- Comment area
- Graphs and Statistics

Bylaws/Enterprise Architecture

Jerry F. proposed new language for the Technical Committee to have a steering committee. Everyone agreed that this should be included in the by laws.

Rich Lehn will not longer be able to be apart of the Management Committee. It was determined that there does need to be a person to represent voice. Jerry F. could have some one from Telecommunications represent voice or Joan Chapek with HECN could be the representative, Dorette will have to check with Joan.

The Domain teams for Enterprise Architecture will be implemented by the end of June. The Technical Committee should be the network domain. Sub committees will be developed as they are needed.

The Technical Committee needs to look at EA's five pillars and define what they mean to STAGEnet.

Once the domain team has been implemented there needs to be a meeting with both committees and Jenny Witham to brainstorm and have a better understanding. This meeting could possibly take place July 18th during the Management Committee's face to face meeting. The Technical Committee should also be involved in the July 18th meeting.

The Technical Committee is planning to meet with Jenny at their June 12th meeting. One of the issues that will need to be discussed is how to better define the process.

Status of H.323 Video

Currently in the process or transitioning the campus IVN site to H.323. It has been going along well. Also, a number of K-12 are going to be connected several have been done and there have been no problem to date.

ITD and IVN have calendars of sites that will be added this summer both groups will need to have copies of each others calendars.

Currently 6 non-certified sites can be bridged in. This allows for out of stat sites and it could be an issue with desktop using those sites. There will be a growing issue with Desktop video as it is used more and more. At this time in order to get connectivity and insure QoS a site needs to be certified. Desktops will not be certified at this time.

There should be some policies in place concerning Desktop before it becomes a larger issue.

The number of large multipoint video conferencing is growing as well. A possible solution is to develop a policy on the maximum number of multipoint and then offer the alternative of a web cast. Jerry R. is already working on the capability of doing them.

FX is being used even though there is no QoS. It has built in bridging capability, but a lower connectivity data rate and they are not supported.

There are issues right now with the rooms that are multi purpose and there are decentralized responsibilities. There are video conferences being scheduled in rooms that there is a meeting. Also, there are individuals that want to take units with them to meetings and have multipoint capability.

Network Maintenance Policy

Tim DeGraff went over the proposed Network Availability Policy that was derived from meetings with state agencies. Preventative maintenance would be scheduled from 4:00 a.m. until 8:00 a.m. on Saturdays. Notice would be sent no later than 5:00 p.m. the preceding Wednesday. HECN and IVN stated that there would be no conflict with Saturday mornings.

It may also be a good time for others to do maintenance, but ITD should be notified if other maintenance is being done.

Dorette made a suggestion to include the impact explanations on items 2 and 3.

Help Desk Taskforce

The first STAGEnet Help Desk Taskforce meeting was held May 10th. One of the first issues that was brought up during the meeting is to have a uniform ticket system. Jerry R. was concerned that the escalation process may not be as effective.

The Taskforce reviewed the charter and Dirk will forward it once it has been finalized by the Taskforce. The completion date was pushed back to Aug. 1.

Jerry F. would like the Taskforce to come up with a model(s) and recommendations how to best utilize the current help desks.

The next meeting is scheduled for May 22 and they will review the current state and procedures.

NOC Internal Reorganization

ITD Telecommunications will be implementing a Network Operations Center (NOC). The purpose is to divide the organization by function. There will be no additional staff at this time. A consultant was brought in to help with the project of implementation. The NOC is based on the META study that was done in December 2000.

Next Meeting

The next meeting is scheduled for June 20th via IVN.