

# Aug 22 2017 FACCUS meeting minutes

Location: MC 2009

Present: Bernie R (Env), Josh S (Library), Peggy D (IST minutes), Lisa T (IST chair), Adam S (Library), Scott P( Arts), Herbert B (Arts), Will L (IST-Arts), Matt H (IST), Reg L (IST-Housing), Randy D(RS), Jennifer K (IST-Env), Alan F (Science), Bill E (Psych), Stephen M (IST-Science), Shawn WB (IST), Chris R (MFCF), Cassie B (IST-AHS), Dave H (IST), Andrew M (IST), Ryan (IQC), Tom G (MUR)

1. Approval of minutes from last meeting

Approved

Andrew mentioned all sites that have not moved to responsive will happen at the end of August.

2. Anything to add to today's agenda?
3. Note:
  1. FACCUS site moved to responsive: <http://uwaterloo.ca/faccus>
  2. FACCUS SharePoint site (contact Lisa if you need access): <https://sharepoint.uwaterloo.ca/sites/IST/AS/FACCUS>
4. Various projects/initiatives in Information Systems & Technology (IST)
  1. Qualtrix is on campus

A campus license has been purchased and most sites have been migrated into the uwaterloo license.

- o Office 365 for staff /faculty/Grad students (Shawn WB, Dave H) (15-20 min)

Sign in from <https://portal.office.com> staff will log in with @uwaterloo.ca, student use @edu.uwaterloo.ca (uses ADFS authentication and will automatically redirect to our site). No email or S4B, one drive is 5T of space. Activate your account at <http://O365activation.uwaterloo.ca> , must agree before your account is created, read it, agree and then within an hour or so your account will be created.

Alumni – no ETA on this as yet. When a student graduates they keep their O365 email account for approx. 16months but lose access to the applications shortly after their status changes to Alumni.

File sharing is available between the two tenants

- SharePoint migrations and upgrade update (Stephen M) (10 min)

Will continue to have our locally hosted mySharePoint (OneDrive). Project to clean up SharePoint – what site do we have, how they are used, and do we still need them. How do we get buy-in from other areas to help with this, Library is great at looking after their own.

Cleanup – what sites are where? Primary site will be kept, secondary sites may be used and merged into the primary sites, the default should be one site there may be reasons to have two but they can be talked about. Faculty sites need to be looked at discussions to be had with all faculties.

Please look at your sites and give us information as to what you think should happen.

- Windows 10 update (tentative)

2/3 of the way done to move to Win10/64bit; general FAQ's for Win10/Office 2016 feedback is welcome.

- Mattermost (Andrew M) (5-10 min)

New collaboration tool for campus similar to Slack – IST purchased Mattermost for a two-year term. Teams – Campus IT team – for all IT across campus to discuss/chat with others about IT issues. Apps for all platforms available. LDAP authentication will happen in the future. Why Mattermost versus other chat programs Andrew will provide details here. Link to the Campus IT team here

5. Arts projects presentation (Herbert B.) (10-15 min)
  0. CALMS (asset management) – good demo, looks like a good system
  1. OFAS (faculty acquisition) – Herbert will provide more information if wanted
6. University colleges and IT support (Peggy D., Scott P. Matt H.) (10 min)

Arts – supports who? St Paul Scott does all their systems- imaging, software, troubleshooting, star res – housing and residence systems, hosted locally, ACO bills St Paul's for anything they do. Renison does their own support – SCCM and consulting from ACO. St Jerome's very little

What do you do for your students? How can we help with this? I will call as meeting with college reps at faccus to see what we can do, what they would like us to do.

7. Service Desk initiatives sub group - stalled for now (Peggy/Lisa)
  0. original mission: The mission of the service desk Initiatives group is to work together to enable all IT Help desks on campus to improve service to users. This

could include: documentation, communication, marketing, tools and solutions, training, and service processes.

8. Faculty/area updates (all)

Scott – Arts lab upgraded to W10, one lab is being renovated to a laptop mobile lab some work to make sure these machines get updated via SCCM. New director Bill Bear started in July. Will L (IST and Arts), Herbert

Andrew (IST) AODA project to get websites (public and updated since 2012) up to code has to have as current start by end of the year. Everyone should do this it is the law to get this done. Happy to share our lessons learned with the group,

Chris - Math new director– Steve – both MFCE, CSCF have migrated to RT – very good collaborations between us to get this done. Grad student has done Matlab documentation linked from out IST page - <https://uwaterloo.ca/math-faculty-computing-facility/mathematical-applications/matlab-tutorials>

Matt – Service Desks DP open Sept 5 same as DC desk for hours and services. NRB also open Monday – Friday no weekends. IT Advisory Board, recruitment completed, first meeting will be in September, a public report will be produced on what this board talks about.

Cassy – ACO mobile lab is just about ready, parallels management for Mac's

Josh - Library getting staff into the VM environment.

Jennifer – IST(Env) limited power to the building, lots of work to get ready for a major upgrade to the power and it has been cancelled. Maps – Env has now done the inside floor plans.

Adam – Library undergoing major projects – moving to VM for staff lots o work here. A new data center partnered with Math. Renovation semi started within the next couple of weeks – 5<sup>th</sup> floor of DP, DC front entrance and bathrooms completion should be November then 3<sup>rd</sup> floor of DP will start.

Ryan - IQC migrating to Confluence, server died so forced the move.

Reg - (IST-housing) moving machines to W10 for staff,

Bill E (Psych) last of windows 10 finally 380 total done, some Win7 (standalone) to get done. Responsive websites done, qualtrix have own license and is to big to move to the waterloo license.

Stephen- (IST-Science) normal lab refresh, delayed switching the big lab to W10 due to software issues (old software). Project with IST to move virtual infrastructure to IST, developing specifications now.

Randy – RS by November all servers will be vm's hosted in IST. Angus is back for about 18months. Unit4 is a headache for all. Ecampus Ontario print on demand is now done via RS. Thursday of this week upgrade to Uprint. New fleet copiers rollout is ongoing.

9. Fall meeting topics (Lisa)

0. Suggestions

1. Also see [Winter 2016 suggestions](#)

Who to host next FACCUS meeting - Math – M3-4206, Thurs Nov 23, 2017 from 1:30 to 3:30 PM