CITAC Minutes
October 3, 2014

Guests: Farrah Bustamante, Eric Hamrick, Jake Drenth, Stacey Baumgarn

CITAC members present: Mike Brake, Dave Carpenter, Jim Cox, Bryan Gillespie, Robin McGee, Scott Novogoratz, Ed Peyronnin, Jon Schroth

Absent: Mark Ritschard

HP Recycling Program
Farrah visited with CITAC to advertise the HP Recycling Program and discover if there was interest in the program. The recycling program is not limited to HP computers - they will accept any electronics. A definition of “end-of-life” equipment at CSU is often relative to location and use, but in general, computers are used until they are no longer usable. The exception to that would be PC’s in computer labs where a regular replacement cycle is adhered to (3-4 years). The re-sale dollars of IT equipment is exempt from redistribution back to campus and is used to help in cost recovery of the Surplus program itself.

CITAC is supportive of the CSU Surplus program, but after discussion, there was some concern about the cost recovery model as it relates to re-sell of PC’s, in particular. Jake mentioned that many of the PC’s are donated to the CSU Alliance Partnership. CITAC suggested that the donating department be made aware of the re-use of equipment after going to surplus. Knowing if it were used in the Alliance Partnership would be good information to provide previous owners. In case of re-sale, it was suggested that a financial incentive would spur more interest in program and get old, unused equipment out of storage sooner and ready for sale when it’s of most value. It was noted that the process as it is today, does not provide a way to track the sale of items back to the originating department.

The process of providing equipment to Surplus is paper-driven and tedious for all involved. For example, data from EACR is manually validated against 3 separate databases at Property Management and then entered into a spreadsheet at Surplus. Surplus is working with Property Management to streamline the process and make it more user-friendly. There was interest in holding a “Free Day” where equipment could be provided to Surplus in bulk and without the obstacle of paperwork. This will be further explored.

Central Paper Processes
Scott is working with his colleagues at CVMBS to improve efficiencies and administrative processes. It was determined that about 30 distinct processes exist in which paper, rather than digital, processes exist due to paper requirements outside of CVMBS control. Most, if not all, of those same limitations and inefficiencies are experienced by other colleges and units. The paper requirements generally exist at the system of record at CSU and are extremely inefficient. After discussion, the general agreement was that data management and a strategy to integrate legacy administrative applications be proposed and discussed with Pat Burns and Bob Engmark.
**Other**

**Papercut**: Agricultural Sciences has completed migration to campus’ central Papercut system. Both students and IT are very pleased with results.

**ACNS outage week of August 24th**: discussions have continued regarding outage and how to protect campus from a similar problem in the future. The current storage system does not seem to scale well yet it’s expanded and is currently home to many ACNS core services. The campus met with IBM storage solutions and CVMBS will pilot a study using their solution(s). It was also suggested that HP storage solutions be assessed as well as commercial cloud solutions such as Amazon. Items to further address include asynchronous replication vulnerabilities in use by Dot Hill. There is also a need to further define data criticality as it relates to level of service.