Connect-TCG: Jan 18, 2013

1. Members
   1. Jamie Sonsini (Coordinator) - Present
   2. Barbara Byrge - Absent
   3. Kip Bates - Present
   4. Sandy Benson - Present
   5. Polly Bustillos - Absent
   6. Ted Cabeen - Present
   7. Matt Dunham - Absent
   8. Randall Ehren - Present
   9. Alex Feldwinn - Present
  10. Sam Hunter - Present
  11. Scott Missman - Absent
  12. Ann Nomura - Present
  13. Jim Woods - Present
  14. Additional Members from research community @ Jim
      1. Jim reported that he has had no one from the research community
         interested in participating in this group. We'll just leave the group as is,
         and occasionally invite others to join us.

2. Informational Items
   1. General Presentations
      Done: Introducing Connect - Nov 27 & 30, 2012
      Planned: Calendar and Scheduling - Mar/Apr 2013
   2. Tier 1 Support Presentations
      Done: Connect Client Options - Oct 31, 2012
      Planned: Connect Email & Calendar Migration - Feb 19, 2013
   3. ConnectTech-L List (90 subscribers)
      1. Matching support to Calendar-Only Users - Domains Unrepresented
         by ConnectTech-l
   4. Connect Web Site
      Please check and provide input/comment
   5. UMail migration - Update @ Matt/Randall
      1. Randall provided a brief update regarding the Umail migration. At this
         point the migration is complete and they have finished with over 32,000
         accounts. There is a little "clean up" work to be done. Things seem to be
         working well. They are leaving a "fall-back" plan in place until March.
   6. CalMover Pilot Test
      1. Conduct pilot test (Week of Jan 28?)
      2. Create accounts & items (in process)
      3. Preparing test cases
         1. Jamie described the status of the upcoming CalMover pilot
            test. We are hoping to conduct this test the last week of January
            and are now working through creating the necessary test accounts
            and test examples.
   7. Department Presentations
      Done: Bren School, College of Creative Studies, ITST, Geography
Planned: Athletics, Engineering, Eq Opp/Sexual Harassment

To Be Scheduled:

3. **Items for Consultation/Discussion - Phase 1**
   
   Fri, Jan 18, 10:00 AM

   1. **Service Description**
      
      1. Remove Shared Mailbox account from Service Desc @ Jamie
      2. Student Employees (Matt has reported to Governance)
         Next Governance meeting, Jan 28
      3. Post DRAFT version on Web site
      4. Latest DRAFT (Nov 28)
      5. Retention Policy for TRASH and SPAM folders (60 days)
      7. Notification to dept rep when employee leaves dept (not automatic close)
      8. Options for auto-reply, etc. when account closed/suspended

      1. Jamie reported that Matt had shared with our Governance Group information about the options available regarding student employees automatically being assigned Connect. We also conducted a survey of current email customers. They were consistent in wanting to automatically create Connect accounts for "regular" employees, but wanted only to be notified when other (including student) employees were added to identity. Based on the particular situation, they would then decide to request a Connect account (or not).

   2. **Naming Convention - Resource & Functional Account**
      
      1. Dept-Function as name for Functional Account?
         1. We had a considerable discussion about resource and functional account naming. The scheme proposed was:
            1. Resources should be named:
               1. DeptCode-Type-Unique_Identifier
            2. Functional Accounts should be named:
               1. DeptCode-Unique_Identifier
         2. There was some concern expressed about departments creating their own "DeptCode" field, one that didn't actually exist in the campus Chart of Accounts. It was also explained that some departments use their own department identifier for convenience (ISC is a good example). We discussed letting a department select a single DeptCode value which could allow for using one that was not actually a Chart of Account value but recommending they use the Chart of Account value.

   3. **Thunderbird & Office 365 Problems**
      
      1. Invitation sent to external email address appears as blank message
      2. Invitation in Connect Inbox appears as (only) URL
      3. Communicate support plan to ConnectTech-L @ Jamie
      4. Trouble report @ Microsoft 1/14
1. We discussed the current set of issues related to Thunderbird and its handling of calendar invitation. Jim pointed out that we could only really manage what's happening on campus and that those off campus (other institutions, etc.) are outside of our responsibility. Ted expressed a strong preference for us doing "whatever we could" to address the problem. We have filed a trouble ticket with Microsoft and will report back on what they have to say. There appears to be a Windows registry "fix" to address this problem, but relying on this approach will only be considered after we've heard back from Microsoft.

4. Technology Overview (Randall & Matt)
   1. **Architecture for Provisioning & Account Administration @ Matt**
      Fri, Jan 18, 9:00 AM
      1. Matt to present architecture for services
      1. Jim asked about the TCG providing additional input or asking questions about the developing Connect Administrative Portal. We will, of course, continue to engage with the TCG regarding this development and seek their input.

5. Items for Consultation/Discussion - Beyond Phase 1
   1. **Provisioning**