

David Johnson, Executive Director, Technology Services and Support

Wired vs. Wireless Connections

- David Johnson discussed the use of wireless adapters with a desktop computer. For buildings with a new wireless network configuration, David encourages business staff to consider using a wireless adapter on desktop computers. The cost of a wireless adapter is about \$50. Using wireless adapters on desktop computers is much cheaper and more portable than using a wired network.
- Business or research operations that require a lot of data and/or video transfers should use wired connections.
- UIT will post a list of recommended wireless adapters on the UIT website.

Mark Yzaguirre, Associate Vice Chancellor/Vice President and Associate General Counsel

Introduction of Shereese Mayo-Ward, Assistant General Counsel

- Shereese Mayo-Ward recently joined UH and works with Mark in Contracts Administration.
- Shereese's phone number is 832-842-7078 and email is smayoward@uh.edu.

Jennifer Duncan, Assistant Vice President, Research Administration
Beverly Rymer, Executive Director, Grants and Contracts

Introduction of Jennifer Duncan, Assistant Vice President, Research Administration

- Jennifer Duncan joined UH on February 1, 2014 as the Assistant Vice President for Research Administration. Jennifer oversees all policy and operation procedures related to Pre and Post Awards processes.
- Jennifer's phone number is 713-743-9104 and email is jeduncan@uh.edu.

OMB Circular A-81

- On December 26, 2013, the Office of Management and Budget (OMB) released a new Circular for Uniformed Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in a new circular called the [A-81 or the Omni-Circular](#). The new Circular will supersede and streamline requirements from eight OMB circulars including the A-21, A- 110 and A-133 that we previously followed.

Division of Research Goals and Initiatives

- Discussion on seamless customer service for pre and post award. As new initiatives occur, we will communicate these at the CDA meetings and to our customer base.

Catherine Chan, Director, Financial System Operations

IT Security Compliance 2014 Campus Survey

The IT Security Compliance 2014 Campus Survey was sent to college/division Information Security Officers on February 7. This survey is similar to the one issued last year. The deadline to submit a completed survey is February 28. Mary Dickerson will present a summary of the survey results at a future CDA meeting.

College/Division Administrator Meeting Minutes
February 13, 2014

Windows XP Retirements

- Microsoft will stop support on Window XP and Office 2003 on April 8, 2014. No more security patches or fixes will be issued after that date.
- UIT Security has already received notification from the FBI and other cyber-security experts that there is intelligence to indicate that hackers are planning attacks on devices running Window XP and Office 2003 after the retirement date. It is very important that ALL UH systems running this software be upgraded prior to April 8.
- The upgrade software is available for free to colleges/divisions through the UH Microsoft campus agreement. This information has already been discussed with the campus Information Security Officers. College/Division Administrators are encouraged to check with their ISOs to ensure that systems upgrade in their area have been addressed.

Other Items

- Question - What is the purpose of requiring a certifying signature on Foundation Expense forms? Is there any liability issue? Mike Glisson will send follow up response to this question.