

IT Governance Program – Architecture & Infrastructure Committee

Meeting Minutes

April 19, 2018

1:30 – 3:00 p.m.

Computing Services Center Conference Room 004

Attendance:

AIC Members		AIC Members		Ex- Officio Members	
	Chad Ballenger		David Kratz		Zac Sanders (Ex-Officio)
X	Erick Beck		Alan Kurk	X	Rudy Supak (Ex-Officio)
X	Andy Bland	X	Susan Neitsch	X	Adam Mikeal Chair - EAC (Ex-Officio)
	Cheryl Cato		Elizabeth Schwartz		
	Dr. Prasad Enjeti		Zac Sanders (Ex-Officio)		
X	Justin Ellison	X	Rudy Supak (Ex-Officio)		
X	Dr. Donald (Rick) McMullen	X	Adam Mikeal Chair - EAC (Ex-Officio)		
X	Richard King				

ITG Program Support		AIC Guests	
	Juan Garza	X	Michael Crocker
X	Joshua Kissee		
X	Missy Mouton		
	Lea Ann Westmoreland		

Minutes: Scheduled Business

Item 1: Welcome and Announcements

Description: *General welcome and opportunity for announcements and items of interest relevant to the committee.*

- Richard King welcomed the group. There were no announcements.

Item 2: Objective 3 – Knowledgebase

Description: *As an outcome from previous discussion, Michael Crocker, Division of IT, will present information for the committee to consider for standard processes, article development, and knowledgebase options using the ServiceNow platform.*

- Michael Crocker gave a presentation to the group titled “Technical Standards: Creation, Presentation and Preservation” regarding good practices for standard development-knowledge base, which aligns with this committees objective 3.

Item 3: Brainstorming Objectives 2 & 3

Description: *Define the scope of Objectives 2 & 3 with the intent of raising volunteers to work toward the objectives.*

- Richard stated that this committee is looking for volunteers to create a working group that will work on objectives 2 & 3.
- These groups will need to find the scope and set the charge, then let Josh know what further assistance is needed.
- The EAC is also working on something that will affect objective 2.
 - Adam suggested this group wait until the EAC finishes their work on this in the event it overlaps.
 - The time frame for this is likely 3-6 months. If it takes longer, the EAC will provide the AIC with any information collected so this committee is clear how to proceed.
 - Cheryl is on a working group as well as a member of this committee.
- Objective 3 volunteers: This group should start with the framework and work with Michael on standards and work with Rudy on the networking component.
 - Susan Neitsch volunteered for objective 3.
- Cheryl and Rudy are working on data for objective 1.

The meeting adjourned at 2:33pm