

IT Governance Program – Architecture & Infrastructure Committee

Meeting Minutes

August 16, 2018

1:30 – 3:00 p.m.

Computing Services Center Conference Room 004

Attendance:

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

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

Minutes: Scheduled Business

Item 1: Welcome & Announcements

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

Item 2: Sharepoint Presentation

Description: *An overview of the use of Sharepoint as a process and document management tool for technology standard.*

- Richard King presented this to the group about the Sharepoint HSC website for demonstration purposes.

- The documents are not posted for public viewing.
 - This is easy for the user, but is lots of work from the administration perspective.
 - When forms are done through Sharepoint, they are immediately available for you to see.
 - Any type of document can be uploaded to this library.
- If there are any others that this group would like to look at and be considered, please let Cheryl know.
 - We will spend some time at the next meeting going over our options and make a recommendation.

Item 3: Standards Report from Group

Description: *A report of progress toward standards development from the group members.*

- Erick Beck reported that his group looked at different types of documentation management platforms along with pros and cons of each, including a cost comparison of each.
 - Confluence and Sharepoint came out as the best solutions
 - Some websites were ruled out due to the document management function requiring specific software.
 - They will also review Confluence and ServiceNow.
 - Document is available in Google docs
 - The document will be updated as products are reviewed.
- Susan Neitsch reported that this group met regarding Technology Standards.
 - See Google Drive under Technology Standards to review the draft document
 - There are a lot of questions in that document that need to be answered.
 - There are not a lot of recommendations, but there are points to be considered.
 - The standards need to be categorized and determined how to review them as we build a standards catalog.

Item 4: New IRPSC Review Process

Description: *An overview of the new IRPSC SAP-Security Control- Rule review process to help AIC members recognize how to integrate standard development with the IRPSC.*

- Josh discussed the designed process map.
- The IRPSC committee is looking at 4-6 SAP's that have turned out and the first four are being reviewed.
- Under 3.8 of Security Surveillance, review Access Control Policy and Procedures (AC-1) on IT Policy, Risk & Security site.
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Next meeting we will review Confluence and ServiceNow.

We will also discuss meeting schedule in terms of 9 month or 12 month rotation.

Motion made and seconded and the meeting was adjourned at 2:58pm