IT Governance Program – Architecture & Infrastructure Committee

Meeting Minutes

December 14, 2017
1:30 – 3:00 p.m.
Computing Services Center Conference Room 004

Attendance:

AIC Members			ITG Program Support	
	Chad Ballenger	X	David Kratz	Juan Garza
X	Erick Beck		Alan Kurk	X	Joshua Kissee
X	Andy Bland	X	Susan Neitsch	X	Missy Mouton
X	Cheryl Cato		Elizabeth Schwartz	Lea Ann Westmoreland
	Dr. Prasad Enjeti		Zac Sanders (Ex-Officio)	
	Justin Ellison	X	Rudy Supak (Ex-Officio)	**AIC Guests**
	Dr. Donald (Rick) McMullen		Future Chair - EAC (Ex-Officio)	
X	Richard King			

Minutes: Scheduled Business

Item 1:   **Welcome & Announcements**
Description: General Welcome and opportunity for announcements and items of interest relevant to the committee.

Cheryl welcomes members with general discussion regarding the committee's role and who we are. We are the leaders for the other committees in a way, but we also need to work on our own objectives. There was general discussion about infrastructure and architecture and what these words mean to our objectives. As we go forward, framework, template and desired standards are things to keep in mind as we go forward. We also to be proactive on our objectives since we are the base for this process.

Cheryl polled the group for announcements, Josh had the following to announce:
- There will be a survey or poll going out regarding the two ITG software demos. There were problems with the first vendor demo and what was expected, but the second demo went well. But recordings will go out for everyone to vote as they see fit.

Item 2:   **Potential FY18 Objectives**

Description: Review the potential objectives, the documented potential objectives from other ITG committees, and analyze the objectives using the rubric provided by the ITG program.

Josh begins by explaining how this process will work. The group will go over each of the objectives that was laid out in the previous meeting. These objectives may be retained, passed to another committee when necessary or morph into a completely different objective. At the end of the discussion, the top objectives that will carry forward should have been identified. The outcome of the discussion generated the following:

- Objective 1: Analyzing the current state of network for research purposes and benchmark against peer institutions. This objective generated the most discussion and there were many questions such as, is this something we can even do, is it accessible to everyone, what is academic and what is administrative, how do we find out, how to do this from a technical perspective, will it meet a presidential pillar, should we just analyze the current state of the network? It was decided that this will be changed to "Analyze current state of network." This may take some time to build a rough outline. This data may also help other committees. Rudy will help with this.

- Objective 2: Regarding 21st century classrooms and determining necessary infrastructure- was deemed relevant but decided that it didn't fit in and more work would be necessary before working on the infrastructure. This was removed from the objectives and deferred.

- Objective 3: Regarding expanding the current wireless network infrastructure to support mobile devices and applications – This was changed to "Using the current state network analysis, identify areas of improvement for the current wireless network infrastructure to address the increase in mobile devices and applications." This was also deferred to FY19. Committee recommends to combine this to become part of the readiness report in the current state analysis.

- Objective 4: Recognize the infrastructure necessary to support fully online programs. This objective was deferred pending efforts of other committees.

- Objective 5: Improving collaboration across the University by analyzing and recommending IT organizational structure changes to reduce the focus on departmental objectives instead of University objectives. The committee decided that this was better suited for the Strategic IT Committee.

- Objective 6: Increasing the migration from paper-based record systems to digitized/cloud systems. The committee felt this was better suited for the Enterprise Applications Committee.

- Objective 7: Expand and/or appropriately fund shared services to encourage adoption and reduce duplication. The committee decided this needed more definition as to what type of shared services was being targeted. The committee felt this was out of scope for this committee and being deferred pending actions from other committees.

- Objective 8: Defining standards for select services and publishing to the university committee. This was deferred pending actions of other committees.

- Objective 9: Identify and consolidate 2-3 duplicated services across the University by the end of FY18. This objective was modified to identify duplicated infrastructure services.

- Objective 10: Identify one platform where students go to receive information and develop processes to continuously promote the location. This was deferred to another committee.

- Objective 11: Develop a knowledge base center for standards, teaching tools, and other IT resources. The committee felt that the knowledge base center for standards is the only part that would within this committee. We need content before we could go any further with this. We will see what is needed on this one and proceed accordingly.

Item 3:   **Selection of FY18 Objectives**
Description: Select 2-3 objectives following the discussion, leaving availability to have additional objectives moved to the AIC based on the activity of other committees.

The priority ranking outcome is as follows:

- Ranked 1st – Current State of Network
- Ranked 2nd – Duplicated Infrastructure Services
- Ranked 3rd – Knowledge Base of Standards

A motion was made to adopt the prioritized list of FY18 objectives based on the above. The motion was seconded. The three objectives plus potential objectives from other committees that may be deferred to the AIC were included. All members voted all favor, none opposed, the priorities were adopted as such.

The meeting adjourned at 3:08pm