

IT Governance Program – Architecture & Infrastructure Committee

Meeting Minutes

January 17, 2019

1:30 – 3:00 p.m.

Computing Services Center Conference Room 004

Attendance:

AIC Members		AIC Members		Ex-Officio Members	
X	Erick Beck	X	Jennifer Hutchison	X	Zac Sanders
X	Andy Bland		Richard King (Parliamentarian)		Rudy Supak
X	Cheryl Cato	X	David Kratz		Dr. Juan Garza
X	William Deigaard (online)	X	Dr. Donald (Rick) McMullen	X	Michael Sardaryzadeh
	Justin Ellison	X	Susan Neitsch		
	Dr. Paul Gratz	X	Chris Wiley (online)		

ITG Program Support		AIC Guests	
X	Joshua Kisse	X	Greg Jones
X	Sharon Mainka	X	Michael Crocker
X	Missy Mouton	X	Matt Pierce
	Lea Ann Westmoreland	X	Sean Michaelson

Minutes: Scheduled Business

Item 1: Welcome & Announcements

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

- Cheryl welcomed the group. There were no new announcements.

Item 2: Call for Co-Chair

Description: *Call and vote for a co-chair to support the AIC.*

- Richard King’s term has ended and the committee needs a new co-chair.
 - Zac Sanders was nominated and seconded- none opposed.
 - Zac Sanders will serve as the new co-chair.

Item 3: Work Groups

Description: *Work time for the committee groups*

- To help with the next two agenda items, Josh Kissee gave a presentation on System Policies and Regulations.
- Items discussed included:
 - The discovery process- nomenclature
 - Routing new or revised SAPs
 - SAP review process
- At this time, Josh went around the table letting each member present choose a group to work in, either Office 365 or Tech Standards.

Item 3A: Office 365 Initiative Working Group

Description: *This is brand new, a charter needs to be made, must look at objectives, roles and responsibilities to be considered to move forward. Must also complete a provided template.*

- Members who chose this working group were:
 - Andy Bland
 - Justin Ellison
 - Dr. Paul Gratz
 - Chris Wiley
 - Zac Sanders
 - Sean Michaelson
 - Cheryl Cato floated to both groups

Item 3B: Tech Standards Working Group

Description: *Josh gave directions on how to begin. Read the example tech standards provided and begin the template also provided, and determine what this group needs in order to move forward in a similar manner. This group will focus on infrastructure and technologies.*

- Members who chose this working group were:
 - Erick Beck
 - Jennifer Hutchison
 - David Kratz
 - Dr. Rick McMullen
 - Susan Neitsch
 - Michael Sadaryzadeh
 - Sharon Mainka
 - Cheryl Cato floated to both groups