Minutes: Scheduled Business

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

- Ed Pierson welcomed the group.
- Ed announced that we have shared new our charter with other committees and have received good feedback from the other committees.

Item 2: Data Classification Tool
Description: Demonstration of the online Data Classification Tool.

- Allison Oslund and Xavier Porter introduced this item on the agenda. Xavier gave a brief synopsis then turned it over to Dion McInnis to demonstrate the process and use of the tools. It is a data
A classification tool that injects itself into other processes. At this meeting we looked at how that fits into technology selection for the university.

- Dion gave a demo and walked through how to use this suite of tools.
- Xavier and Dion fielded questions.
- The email from the text selection tool will explain next steps and help understand the flow.

**Item 3: University IT Survey Questions**

**Description:** Creation of survey questions for University IT Strategy initiative.

- Sharon Mainka discussed this item on the agenda.
- Since the agenda was written, the direction of this initiative has changed. The university leadership has decided we should not do a survey. Instead, a strategy document should be written and presented to them for feedback.
- Sharon shared a document she drafted and put into the Google drive for viewing by all.
  - [https://docs.google.com/document/d/1K4iZdWj4S0dG3Gm-qL6VZgDzU8Fzx3Kl-BF-551NCL4/edit](https://docs.google.com/document/d/1K4iZdWj4S0dG3Gm-qL6VZgDzU8Fzx3Kl-BF-551NCL4/edit)
- Discussed committee priorities and how we may accomplish them, as well as how they may be incorporated into an IT strategy for the university.
- Sharon named a few of our peer institutions that have set as priorities for the next 5-10 years and asked if any of those work for us or not.
- Suggestion made to do a survey for all of IT Governance.
- Sharon edited the document as the conversation proceeded to reflect comments/suggestions.
  - One idea was technology fatigue and how there are so many different softwares we are being asked to use and whether we can eliminate any of those.
    - Reduction of technology fatigue.
  - Move away from fee for service.
  - Sustainability and Green IT - printing waste solution/option
  - How do we proof ourselves for the future? Planning for refresh and new technology.
    - Future technology needs as well and current technology needs.
  - Enterprise architecture
  - Elimination of specialized services
  - Workforce development and modernizing IT skillset in general.
- Sharon reviewed the Pillars - from Vision 2020-2030. Our priorities should align with these.
- Sharon will leave this document in the Google drive for anyone to add or edit and they see fit. The document will then be drafted and shared.

Meeting adjourned at 2:52 p.m.