IT Governance Program – Enterprise Applications Committee

Meeting Minutes

May 22, 2018
1:30 – 3:30 p.m.
General Services Center Conference Room 2605

Attendance:

<table>
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<tr>
<th>EAC Members</th>
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<th>Ex-Officio Members</th>
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<tr>
<td>X Cheryl Cato</td>
<td>X Dr. Melanie Moser</td>
<td>X Ramesh Kannappan (Ex-Officio)</td>
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<tr>
<td>William Dell</td>
<td>X Dean Poppell</td>
<td>X Dr. Jim Snell (Ex-Officio)</td>
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<td>Delisa Falks</td>
<td>X David Sweeney</td>
<td>X Aaron Brender for Susan Bloomfield – RITC (Ex-Officio)</td>
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<td>X Vema Fritsche</td>
<td>X Joseph Towers</td>
<td>X Catharina Laporte – TTLTC (Ex-Officio)</td>
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<td>X Juan Garza</td>
<td>X Rick Young</td>
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<td>X Venesa Heidick</td>
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<td>X Dr. Jon (Sean) Jasperson</td>
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<td>Pritishma Lakhe</td>
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<td>X Adam Mikeal</td>
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<th>ITG Program Support</th>
<th>EAC Guests</th>
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<td>X Juan Garza</td>
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<td>X Joshua Kissee</td>
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<td>X Missy Mouton</td>
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<td>Lea Ann Westmoreland</td>
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Minutes: Scheduled Business

Item 1: Welcome and Announcements
Description: General welcome and opportunity for announcements & items of interest relevant to the EAC.
Item 2: **Objective 1 Discussion – Current IT Services**
Description:

- This sub-committee plans to meet over the summer.
- The first thing this group plans to do is to work on the definition of what an enterprise is.

Item 3: **Objective 2 Discussion – Communication & Collaboration Tools**
Description:

- This group has not met yet, but plans to meet this summer.
- Their priority will be creating a survey instrument to identify and categorize what tools are out there.

Item 4: **Objective 3 Discussion – Centrally Funded Tools**
Description:

- This group is waiting for the IRPSC to meet before proceeding.

Item 5: **Objective 4 Discussion – Procurement Process**
Description: Item Description

- This group has not met yet.

**Discussion:**
The floor was opened up for general discussion. The discussion focused on objective: To review the first draft of the definition for “enterprise service/application”.

- Bullet point one is too vague.
  - “Significantly large or visible population of the TAMU Community”.
  - Josh suggested to remove “significantly”
  - Is it support or just making it available
  - What makes an application “big enough” to be at this level?
    - What is the impact to the business or process if they do not have that application
    - At what level does it need to be managed?
  - Vote on if Qualtrics is enterprise service.
    - Majority says yes, but why?
- Josh documented UT’s Enterprise Services
  - Encryption software, Canvas (LMS), UT Mail, Help Desk, Crash plan for faculty, Adobe connect.
- Documenting Potential Criteria
  - Centrally Funded, impact/critically, required vs ENCOURAGED,
  - Applications for ALL students not specific to a college or major, all members of a population (students, faculty, staff), data classification
  - Type of funding
  - Why is exchange and enterprise?
    - Impact & funding
- First part of initial sentence in definition – “CORE ADMINISTRATIVE INFORMATION SYSTEM” –
How do you define an administrative system?

- “Enterprise application is an information system”
  - Definition: “that meets one or more of the following criteria”
  - Bullet points could be added to define what supports means
  - Does it say somewhere that an enterprise application has to be centrally funded?

- This sub-committee will meet again to discuss these points and report out to the committee later.

Motion to adjourn: 2:51pm