IT Governance Program – Enterprise Applications Committee

Meeting Minutes

January 23, 2018
1:30 – 3:30 p.m.
General Services Center Conference Room 2605

Attendance:

<table>
<thead>
<tr>
<th>EAC Members</th>
<th>ITG Program Support</th>
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<tr>
<td>X Cheryl Cato</td>
<td>X Dr. Melanie Moser</td>
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<td>X William Dell</td>
<td>X Dean Poppell</td>
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<td>X Delisa Falks</td>
<td>X David Sweeney</td>
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<td>Verna Fritsche</td>
<td>X Joseph Towers</td>
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<td>X Juan Garza</td>
<td>X Rick Young</td>
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<td>X Venesa Heidick</td>
<td>X Ramesh Kannappan (Ex-Officio)</td>
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<td>Dr. Jon (Sean) Jasperson</td>
<td>Dr. Jim Snell (Ex-Officio)</td>
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<td>Pritishma Lakhe</td>
<td>Future Chair – RITC (Ex-Officio)</td>
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<td>X Dr. Judith Lewis</td>
<td>Future Chair – TTLTC (Ex-Officio)</td>
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<td>X Adam Mikeal</td>
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EAC Guests

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<tr>
<th>Dr. Jon (Sean) Jasperson</th>
<th>Dr. Jim Snell (Ex-Officio)</th>
<th>X Jeff Kurtz for Dr. Jim Snell</th>
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Minutes: Scheduled Business

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

Adam Mikeal welcomed the group and conducted round table introductions. Reminder that the Chair is Adam Mikeal and our Parliamentarian is Rick Young.

Josh provided a brief update as to what is going on in other ITG committees.

Item 2: Potential FY18 Objectives
Description: Review the list of potential objectives, the documented potential objectives from other ITG committees to this point, and analyze the objectives using the rubric provided by the ITG program or alternate method.

Discussion ensued regarding each of these objectives and thoughts regarding them all.
Objective 1: Analyze the current landscape of existing information technology services provided across the campus, including identification of what services, applications, and technologies are now being used, why they are being used (purpose), who is using them, and what should be done to improve them. Develop strategies to make improvements based on the findings including recommendations for services that should be centrally funded.

- Regarding shared services- this should be merged with number 2.

Objective 2: Enable more efficient, effective, and customer friendly service delivery through analysis and recommendation for consolidation of redundant or under-utilized services, expansion of needed services, and identification of gaps not being filled.

- Same as above- Number 1 and 2 will merge and create letter A.

Objective 3: Examine the decision making process for IT service procurement, adoption, and implementation across the University. Outline methods for improving the process while leveraging the benefits of decentralization.

- Strike the objective.

Objective 4: Partner with the TTLTC to assess the current state of the learning management (LMS) system and student learning technologies, recognize strategies for consolidation of certain systems and recommend a replacement LMS as part of an overall strategy for student learning technology across the university.

- Strike the objective and send to TTLTC

Objective 5: Develop strategies for improving lack of coordinated data management across the university.

- This will become letter B

Objective 6: Develop a set of strategies to enable application and system compliance with University, university system, state, and federal rules/regulations, especially regarding accessibility, academic honesty, safety and inclusivity.

- Revisit wording and this becomes letter C

Objective 7: Design and recommend the development of a new set of services that support regulatory/security compliance through offering approved compliance tools that are funded and supported centrally.

- This becomes D

Objective 8: Partner with the AIC to identify ways to expand and improve wireless infrastructure across high-need areas of the university.

- Strike this one

Objective 9 – Analyze the current deployment of Voice over IP telephones and create recommendations for expanding their presence.

- Strike the objective

Objective 10: Utilize technology to enhance learning through development, proliferation, or improvement to campus facilities, including next generation classrooms/auditoriums. Active
learning spaces, distance education opportunities, classroom design, and instructional incubator spaces.
  - This becomes F

- Objective -11: Expand core I.T. network infrastructure to support transformational learning through improved bandwidth, capacity, and availability of wireless and broadband services.
  - Strike the objective

- Objective -12: Examine the current set of communication and collaboration tools across the university (Email, texting etc) analyze campus needs, and develop strategic recommendations for improving these tools.
  - This becomes letter E

- Objective -13: Analyze existing class scheduling solutions across the University and generate recommendation
  - This becomes G

- Objective 14: Develop strategies to support faculty researchers using research-oriented applications.
  - This becomes H

- Objective 15: Identify the demand for and generate solution recommendations related to Database as a service offerings.
  - Goes with H above

- Objective 16: partner with the IRPSC to analyze the impact of mobile devices on the TAMU network and generate strategies for improving mobile device security.
  - Collapse into letter D

- Objective 17: Create a strategy to leverage the size, complexity and buying power of the University through the development of a central procurement process for informational technology resources. Outline methods for improving the procurement process for IT resources. Outline methods for improving the procurement process of IT services across the University through shared contracts, vendor assessment using standardized metrics, and a support process for strategic purchasing decisions/evaluations.
  - Item A needs to be rewritten, then look at number 17. Rewrite the topic around procurement and this will become letter I.

At this point we go back to each of these that were made into letters and evaluate again:

- Letter A: Analyze current landscape of existing information technology services provided across the campus, including identification of what services, applications, and technologies are now being used, why they are being used (purpose) and who is using them.

- Letter B: Develop strategies for improving the lack of coordinated data management across the University.

- Letter C: Develop a set of strategies to enable application and system compliance with University, university system, state, and federal rules/regulations, especially regarding accessibility, academic
honesty, safety and inclusivity.

- **Letter D**: Design and recommend the development of a new set of services that support regulatory/security compliance through offering approved compliance tools that are funded and supported centrally.

  Partner with IRPSC to analyze the impact of mobile devices on the TAMU network and generate strategies for improving mobile device security.

- **Letter E**: Examine the current set of communication and collaboration tools across the University (e.g. email, texting, etc), analyze campus needs, and develop strategic recommendations for improving these tools.

- **Letter G**: Analyze existing class scheduling solutions across the university and generate recommendations for improvement and/or system replacement.

- **Letter H**: Develop strategies to support faculty researchers using research-oriented applications. Identify the demand for and generate solution recommendations related to Database as a service offering.

- **Letter I**: Create a strategy to leverage the size, complexity, and buying power of the university through development of a central procurement process for information technology resources.

**Item 3: Selection of FY18 Objectives**

**Description:** Select three objectives following the discussion, leaving availability to have additional objectives moved to the EAC based on the activity of the other committees.

The ranking sheets were distributed to each member for ranking the objectives. They were then collected by Rick Young and put on the board by Adam Mikeal. The rankings on the objectives are as follows:

- A - 49
- B - 2
- C - 4
- D - 23
- E - 28
- F - 20
- G - 9
- H - 22
- I - 23

A is clearly ranked as number one objective to go forward as a 1st priority.

E was chosen as 2nd priority.

D and I were tied.

After discussion, Judith made a motion to pass D and I both, which was seconded by Cheryl. The committee will make a final decision once data from other committees come in. All in favor and the motion passes.
The meeting was adjourned at 3:37 pm