

IT Governance Program – Enterprise Applications Committee

Meeting Minutes

May 14, 2019

1:30 – 3:30 p.m.

General Services Center Conference Room 2605

Attendance:

EAC Members		EAC Members		Ex-Officio Members	
X	Debjyoti Banerjee	X	Jon Griffey	Dr. Sue Bloomfield	
	Michael Bolten	X	Venesa Heidick	Dr. Catharina Laporte	
X	Cheryl Cato	X	Dr. Jon Jaspersen	X	Ramesh Kannappan
X	William Dell	X	Dr. Melanie Moser		
	Purna Chandra Doddapaneni	X	Dean C Poppell		
	Laura Dohnalik	X	David Sweeney		
	Delisa Falks	X	Joseph Towers		
X	Verna Fritsche		Rick Young (Parliamentarian)		
X	Dr. Juan Garza (Chair)				

ITG Program Support		EAC Guests	
X	Sharon Mainka	X	Melanie Upto for Laura Dohnalik
X	Missy Mouton		
	Lea Ann Westmoreland		

Minutes: Scheduled Business

Item 1: Welcome and Announcements

Description: *General announcements of interest to the committee and related IT Governance updates.*

- Sharon will update calendar invites with the new Zoom links.
- There is an SITC meeting on Friday.
- This committee will need a parliamentarian this summer.

Item 2: Recommendation to send to Procurement Process Recommendation Report to SITC

Description: *Recommendation to send the Procurement Process Recommendation report to the SITC on May 17.*

- Juan will work with Ramesh on the language of this report.

Item 3: Summer Meeting Schedule

Description: *Discuss summer meeting schedule. Will the committee continue to meet through the summer?*

- A motion was made and seconded to continue monthly meetings through the summer.

Item 4: Report out from Service Catalog Task Force and discussion.

Description: *Report out from the Service Catalog Task Force.*

- David Sweeney discussed the report from the task force.
- A document titled “Service Catalog Task Force Charter” was shared.
- The list of three things in the “purpose” section was discussed. There were no changes or additions made to this section.

Discussion of this document/charter:

- There was discussion on what should be included in the Catalog.
- There was concern about the catalog being too overwhelming if everything is included and also regarding there being too much redundancy in what is offered in the line of choices.
- There was discussion around having numerous options for one service.
- It was suggested that this document showed how many choices there are and from an EAC standpoint, how that could allow us to propose some ways to be more efficient in that area.
- This committee would hopefully address these in the future once the catalog is done.
- There was still concern about that catalog being disseminated to everyone across campus and the choices becoming an issue.
- The concept of the service catalog is to address this to some degree. There is a public list of services in the catalog but only some of these are available in the portal to the intended audience.
- The service catalog portal has the top items “facing forward.”
- With the survey, there could possibly be pre-populated boxes where the person can check the items they feel falls within an Enterprise Service.
- This approach will give situational awareness into the services that we have.

Juan will get the memo sent to the SITC for this week.

Meeting adjourned at 2:18 pm