IT Governance Program – Enterprise Applications Committee

Meeting Minutes

January 28, 2020
1:30 – 3:30 p.m.
General Services Center Conference Room 2605

Attendance:

<table>
<thead>
<tr>
<th>EAC Members</th>
<th>Ex- Officio Members</th>
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<tbody>
<tr>
<td>X Debjoyti Banerjee</td>
<td>X Julie Harlin</td>
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<td>X Michael Bolton</td>
<td>X Carl Ivey</td>
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<td>X Lauri Brender</td>
<td>X Dr. ‘Jon Jasperson (Chair)</td>
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<tr>
<td>X Jacob Donais</td>
<td>X Joshua Kissee</td>
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<td>X Dr. Juan Garza</td>
<td>X Dean Poppell</td>
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<td>X Jon Griffey</td>
<td>Chris Reed</td>
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<td>X Jon Griffey</td>
<td>X Dr. Hank Walker</td>
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<td>X Venesa Heidick</td>
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<th>ITG Program Support</th>
<th>EAC Guests</th>
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<tr>
<td>X Sharon Mainka</td>
<td>X Michael Sardaryzadeh</td>
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<td>X Missy Mouton</td>
<td>X Darrell Walker</td>
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<td>Ethel Vaught</td>
<td>X Serge Razafindrakoto</td>
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<td>X Melanie Upton for Dr. Jeff Risinger</td>
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Minutes: Scheduled Business

Item 1: Welcome & Announcements
Description: Welcome and general announcements of interest to the committee and related IT Governance updates.

- Dr. Jon Jasperson welcomed the group.
- Round the Table Introductions

Item 2: Update from the Service Catalog and Software Inventory Task Force
Description: Task force update

- The Service Catalog update was provided by Joshua Kissee.
- March 25 is the deadline for updates. A vote to move on will be conducted in April.
- The Software Inventory update was conducted by ‘Jon Jasperson.

**Item 3:** Discussion about Dropbox task force  
Description: Review of request to form a Dropbox task force

**Item 4:** Review of Committee objectives  
Description: Review of and discussion of committee objectives

- Shared documents of the current objectives were sent via email.
- Reviewed the first meeting where brainstorming was done and the list of results of that brainstorming session. In next meeting, January 2018, those lists from brainstorming were turned into a list of objectives. It was brought forward to this committee, which reorganized, reworded, and created a shorter list of objectives. These objectives were broken down and each was assigned a group to work on that particular objective. This brings us to where we are currently and how we got to our current objectives. The current objectives were listed (1-4). Discussion began on this list of objectives, if they have been met, whether their scope should change etc.

- Discussion:
  Do we want short-term objectives or objectives that will carry over multiple years?
  Josh discusses when this group was founded and how and why this committee and IT governance was created

- ‘Jon- regarding objective 3 and the EAC’s charge about reducing cost. We haven’t been empowered to find alternate funding sources for these. Have we been empowered, if so, how do we move forward and realign the objectives accordingly?  
  Are we empowered for funding model recommendations? YES, per Josh. This committee should put forth all such recommendations. How to make that happen, is up to discussion of this committee.

- Does the committee feel we should have more tactical objectives pertaining to new fiscal year or should we broaden to more strategic objectives that take over 3-5 years?

- Of our existing four objectives:
  1 should be re-written to reflect current status with inventory etc.
  4 should be re-written.

**ACTIONS:**
Objective one: Define the IT service catalog.  
Suggestion: Two people take a look, scrub, make it different/update and vote next time. Josh made a motion to identify two people to evaluate committee objectives and bring forward for voting by next meeting in Feb. The motion was seconded.  
Discussion: Revising or striking but not adding new objectives at this point. That can be discussed at the next meeting.  
All for, none against, motion passed.  
William Deigaard and Dean Poppell are two committee members that will be working on this task.

Meeting adjourned: 3:04 p.m.