IT Governance Program – Strategic Information Technology Committee

Meeting Minutes

January 28, 2019
12:00 – 2:00 p.m.
JK Williams Building Conference Room 212

Attendance:

<table>
<thead>
<tr>
<th>SITC Members</th>
<th>SITC Guests</th>
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<tr>
<td>Dr. Othmane Bouhali (TAMUQ webex)</td>
<td>Purna Chandra Doddapaneni</td>
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<td>Dr. Leonard Bright</td>
<td>X Leonard Rivera</td>
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<td>X Jeffrey Burton</td>
<td>X Casey Ricketts</td>
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<td>Robert Hetland</td>
<td>Dr. Jorge Vanegas</td>
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<td>X Dr. David Carlson</td>
<td>X Mark Herzog (Ex-Officio)</td>
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<td>X M. Dee Childs</td>
<td>X Dr. Pete Marchbanks (Ex-Officio)</td>
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<td>Dr. Tim Davis</td>
<td>X Cheryl Cato – AIC</td>
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<td>Dr. Darren Depoy</td>
<td>X Adam Mikeal – EAC</td>
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<td>Dr. Yalchin Efendiev</td>
<td>X Karen Hrncir – IRPSC</td>
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<tr>
<td>X Dr. Wesley Highfield (TAMUG webex)</td>
<td>X Susan Bloomfield – RITC</td>
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<td>Joseph Pettibon, II</td>
<td>X Catharina Laporte – TTLTC</td>
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<td>Dr. Mark Barteau</td>
<td>X Bill Chollett</td>
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<td>X Juan Garza</td>
<td>X Abby Malkey</td>
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<td>X Joshua Kissee</td>
<td>X Craig Coates</td>
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<td>X Missy Mouton</td>
<td>X Adam Mikeal</td>
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<td>Lea Ann Westmoreland</td>
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<td>X Sharon Mainka</td>
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Minutes: Scheduled Business

Item 1: Welcome & Lunch
Description: Welcome, announcements, and lunch.

- Dee welcomed the group and began attendee introductions.
Item 2: Committee Updates
Description: Updates from the AIC, EAC, IRPSC, TTLTC, and the RITC.

- Sue Bloomfield updated the group on progress with the RITC Committee.
  - This group is working on their objectives and will be meeting the following week to determine 3-4 items that will be brought to Dee Childs and this committee for priority ranking.
  - Examples of possible high priority items that are being considered are long term data storage, bandwidth, and high performance research implementation.
  - The needs are varied and need a common set of solutions and require faculty input.
- Juan Garza updated the group on the progress of the EAC Committee.
  - This group is looking at three main objectives including Enterprise applications, shared services, and communications tools.
  - They are hoping to provide this group with their final objectives by the spring.
- Karen Hrncir updated the group on the progress of the IRPSC Committee.
  - The committee got sidetracked from initial objectives due to role of this group in working on the TAMU 29.01.03 rule regarding data storage.
- Cheryl Cato updated the group on the workings of the AIC Committee.
  - This group is reviewing Office 365 and guest access concerns.
- Catharina Laporte updated the group on the workings of the TTLTC.
  - Catharina distributed a handout showing what this group is working on.
  - Announced that Craig Coates will serve this committee as the new Co-chair.
- Dee Childs gave an update on the Strategic Liaisons Group.

Item 3: LMS Presentation
Description: An update on the recent LMS Sub-Committee activities and the plan for campus engagement.

- Sharon Mainka distributed a hand out titled Texas A&M Learning Management System Review Timeline and conducted a presentation on this item.
- She also distributed a LMS review rubric around the room for viewing.
- Canvas, Black Board and Bright Space will be on campus doing demonstrations. There will then be feedback forums, finally a campus wide survey will be conducted. Information from the survey will be collected and presented to the committees.
- Flyers have been created and distributed over campus and handed out to individuals asking for participation.
- Information is also posted on our IT Governance website along with directions on how to participate and provide feedback.

Item 4: TAMU SAP 29.01.03.M0.05
Description: Progress toward interpretation of “significant IT equipment” in response to TAMUS Regulation 29.01.03 through the release of a new TAMU SAP.
Adam Mikeal presented information regarding this new regulation.
A task force was created consisting of 13 faculty and a few IT professionals to work on this SAP to determine “What is significant IT equipment.”
This defines significant IT equipment for Texas A&M University, what it means to have a centralized data center, defines a data center, defines high, moderate, and low impact information resources.
This SAP was written to exclude services hosted by cloud computing providers with a definition of such.
Adam discussed the form for exemption request and the process for filling it out and submission.
There is a link to that form provided in the TAMU rule website.
Exceptions to the SAP must be approved by the Chancellor.
Ways make the link easily accessible were discussed, as well as providing the link in multiple places.
There was a suggestion that a flow chart be created to make it easier to determine if you qualify for an exception.

Item 5: Strategic Planning
Description: Discussion surrounding the development of an IT Strategic Plan

Due to being short on time, Dee wrapped up the meeting and complimented all of the work being done by the IT Governance Committees.
Strategic planning was discussed and some ways to engage the campus in our strategic planning efforts without over-whelming them.
Should we draft the strategic plan and put it out there, engage in the way that LMS has done, or something in between? Should we engage online?
Sue suggested a draft as well as conducting town halls.
Leonard Rivera agreed and suggested something using social media, phones and/or apps.
Catharina suggested management by objectives using 2030 objectives so that they are aligned. Dee agreed but has concerns that it would be too late.
Remote sites need to have full engagement as well.

Meeting adjourned at 1:59pm