IT Governance Program – Strategic Information Technology Committee

Meeting Minutes

March 29, 2019
11:30am-1:30 p.m.
JK Williams Building Conference Room 212

Attendance:

	SITC Members		SITC Members		Ex-Officio Members
X	Dr. Mark Barteau		Dr. Darren Depoy	X	Cheryl Cato - Chair AIC
	Dr. Othmane Bouhali (TAMUQ)	X	Dr. Yalchin Efendiev	X	Dr. Juan Garza – Chair EAC
	Dr. Leonard Bright		Robert Hetland	X	Karen Hrncir – Chair IRPSC
	Jeffrey Burton		Dr. Wesley Highfield (TAMUG)		Susan Bloomfield – Chair RITC
X	Bill Chollett		Joseph Pettibon, II	X	Dr. Catharina Laporte - Co-Chair TTLTC
	Dr. David Carlson		Casey Ricketts	X	Dr, Craig Coates - Co-Chair TTLTC
X	M. Dee Childs		Leonard Rivera (Parliamentarian)	X	Dr. Pete Marchbanks
	Purna Chandra Doddapaneni	X	Dr. Jorge Vanegas		Mark Herzog

	ITG Program Support		TTLTC Guests
X	Sharon Gibson-Mainka	X	Abbie Malke
	Joshua Kissee	X	Craig Coates
X	Missy Mouton	X	Annie Crump for Casey Ricketts

Minutes: Scheduled Business

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

- Dee Childs welcomed the group.

Item 2:   **Committee Updates**
Description: *Updates from the AIC, EAC, IRPSC, RITC, and the TTLTC*

- Cheryl Cato gave an update from AIC Committee.
  - The Next Generation Aggie network project is underway and is expanding to include other faculty from across campus. This will start in the next four weeks.
  - The Office 365 initiative is scheduled to go to EAC in time for their April meeting.

- Juan Garza gave an update from the EAC Committee:
  - The Centralized procurement process project is underway and a proposal has been presented. They will be meeting next week and will create a secondary task force to work on this.
  - The group is also working on creating a University-wide service catalog. They have created a task force to provide information what is available on campus.
- Karen Hrncir gave an update from the IRPSC Committee:
  - Karen distributed a handout that included the committee objectives as well as a detailed list of objectives for each task force within the IRPSC.
- Cheryl Cato gave an update for the RITC Committee since Dr. Sue Bloomfield was not able to attend.
  - Nominations for the Storage task force will be happening over the next month. The committee plans for this task force to meet in May, and plan to have a report by October.
  - Anyone interested in nominating someone for this task force should do so through Sue Bloomfield.
- Abbie Malke gave an update for the Strategic Liaisons committee.
  - The Strategic Liaisons will be creating a task force to work on a mentoring program.
- Catharina Laporte presented an update from the TTLTC and distributed a handout with details.
  - This committee created an Examity report as a result of wanting to always support our students in transformational learning. More detail on this on Agenda item 3.
  - The LMS review is wrapping up. The next LMS events will be the Feedback Forums which will take place next week.
  - This group is on target to meet the deadline of providing an LMS recommendation report at their next meeting which is in May.

Item 3:   **TTLTC Examity Task Force Recommendation**
Description: *Presentation of the Examity Task Force recommendation put forward from the TTLTC committee about the proctoring service on campus.*

- Catharina Laporte reported on the Examity Task force. A handout was distributed.
- The report handout is 13 pages and titled "Teaching & Transformational Learning Technologies Committee of Texas A&M IT Governance Program - Examity Task Force Report - March 22, 2019"
- This task force was charged with reviewing the proctoring data to determine how much is being paid in proctoring fees.
- This task force came up with four recommendations. This and other details are available in the report provided.
- A motion was made and seconded to vote to approve this Examity Report.
  - All in favor, none opposed. Report is approved and will be sent to the EITC for review.

Item 4:   **Reflections and Communication Considerations**
Description: *Discussion surrounding the communication channels between IT Governance and the University community.*

- Dee thanked this group for all the work of the committees.
- Dee's Reflection: It is officially the second year of IT Governance, the decision was made in the beginning that all of the first year people would stay on. It is now time to look ahead on how to have continuity during succession.
    - How do we assess what we are doing?
    - How do we assure that what we are doing is communicated to the rest of the university? Town Halls?
    - How do we share out successes, ask for input and do a formal assessment of our work?
    - Please think about all of this for discussion at the next meeting.