IT Governance Program – Strategic IT Committee

Meeting Minutes

November 13, 2019
12:00 – 2:00 p.m.
JK Williams Building Conference Room 212

Attendance:

<table>
<thead>
<tr>
<th>SITC Members</th>
<th>ITG Program Support</th>
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<tr>
<td>Dr. Mark Barteau</td>
<td>X  Debbie Thomas</td>
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<tr>
<td>Jeffery Burton</td>
<td>X  Dr. Jorge Vanegas</td>
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<td>Dr. Karen Butler-Purry</td>
<td>X  Phillip Guillen (Ex Officio)</td>
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<td>Dr. David Carlson</td>
<td>X  Mark Herzog (Ex Officio)</td>
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<td>X  M. Dee Childs (Chair)</td>
<td>Jerry Strawser (Ex Officio)</td>
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<td>X  Annie Crump</td>
<td>X  Cheryl Cato – AIC</td>
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<td>X  Purna Chandra Doddapaneni</td>
<td>Dr. ‘Jon Jasperson - EAC</td>
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<td>Dr. Yalchin Efendiev</td>
<td>X  Dr. Paul Wellman – IRPSC</td>
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<td>Tracy Foster</td>
<td>X  Adam Mikeal – IRPSC</td>
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<td>X  Dr. Robert Hetland</td>
<td>X  William Deigaard – RITC</td>
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<td>Dr. Patrick Louchouarn</td>
<td>X  Dr. Craig Coates – TTLTC</td>
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<tr>
<td>X  Hoa Nguyen</td>
<td>X  Kris Wuensche – TTLTC</td>
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<td>X  Joseph Pettibon II</td>
<td>X  Chrissie Cordray</td>
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Minutes: Scheduled Business

**Item 1:** Welcome & Announcements

**Description:**
*General welcome and opportunity for announcements and items of interest relevant to the committee.*

- Welcome and announcements. Round table introductions.
- Dee Childs provided a brief summary of what we do, the framework of this committee, and IT governance in general.

**Item 2:** Qualtrics Report Presentation

**Description:**
*Presentation of the Qualtrics recommendation report from the EAC.*
• Jon Jasperson presented this report with a slide presentation.
  o Recommendations: negotiate and execute minimum of three-year contact with Qualtrics.
  o Implement CAS/Shibboleth authentication for account security and identification of users.
  o Identify funding options, and consider TAMU Division of Research providing funding.
• Discussion on price of the licenses.
• Per Dee Childs, a three-year contract has been signed. Hopefully, this group will provide some recommendations on continuity.
  o Suggestion to ask the Office of the Vice President for Research to assist with the funding model.
    Dee proposed that we take this back out of this committee and present it to the VP for Research.
• In discussion, Jorge Vanegas felt that communicating about the funding model is important, since people should know how it works and the cost.

Item 3: Office 365 Report Presentation
Description: Presentation of the Office 365 recommendation report from the AIC.

• William Deigaard gave this presentation and update. Handouts were distributed.
• The report included a history and analysis behind the migration. Recommended a hybrid environment for an easier migration. Email is the easy part of this, the calendar is the more difficult part of this migration. There should not be any change to the rest of Office suite (Word, etc.).
• AIC approved – will have to decide if approved by this group, then it will go forward for a funding model.
• Dee summarized:
  o Review the handout showing compliance certifications that come built in with this product.
  o Business continuity plan required for the university, and this does a lot for us where that is concerned.
• Sharon Mainka will send out a message about the poll, where you can raise objections, make comments, etc.

Item 4: IT Strategy and Division of IT Survey
Description: Discussion about the Division of IT Survey and IT Strategy Planning

• Chrissie Cordray presented this item. A handout titled “Potential IT Strategy Survey Questions” was distributed.
• Working with the PVAM career fair on this as well. These questions will be distributed around January. The hope is to collect data to assist in developing an IT Strategy.
• Discussed that these questions should be broken down a bit for a survey. These are more for a focus group.

Item 5: Committee and Task Force Updates
Description: Updates from the AIC, EAC, IRPSC, RITC, TTLTC and the Strategic Liaisons

• AIC - Cheryl Cato - Working on technology standards.
• EAC - Jon Jasperson -Task force is working on three different initiatives. This should be ready for the committee soon.
• IRPSC- Paul Wellman – Focus for this year is to continue working on organizing SAPs.
Dee discussed this committee’s importance. With regard to privacy, in this age if surveillance tech it’s important for university to be ahead of the curve. We are hosting Technically Speaking guest lecture series in February where the presentation will be given by John Pryde, our university privacy officer. Encouraged all to come to this. More information on this will be sent out later.

- RITC- William Deigaard - Reviewing initiatives and making them more clear and measurable. Last spring the committee started some sub-committees that have been working since. Working on a report to be distributed in the near future.
- TTLTC- Craig Coates - Redefining initiatives. Task force created to look at proctoring services.

**Item 6: New Business and Open Discussion**

None

Meeting adjourned 2:07 p.m.