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MEETING MINUTES

CORE SERVICES AND SHARED INFRASTRUCTURE COMMITTEE

DATE: **DECEMBER 12, 2013**
TIME: **10:00 AM TO 11:30 PM**
LOCATION: **UNIVERSITY HALL, ROOM 356**
CHAIR: **ANTON HARFMANN, CO-CHAIR: DIANA NOELCKE**

CALL TO ORDER

Anton Harfmann welcomed the members to the meeting.

Present: Anton Harfmann, Diana Noelcke, Kerry Overstake, Dominic Ferreri, Gary Grafe, Pallavi Patel, Robin Pittman, Ken Hirsh, Rachel Frankel

Lync Conference: Steve Young

Apologies: Eric Anderson, Priya Chawla, Brian Butz, Thomas Krieger

APPROVAL OF MINUTES

Anton asked if everyone reviewed the minutes and were there any changes. Ken Hirsh motioned to accept the minutes, Dom Ferreri seconded the motion. The committee voted unanimously to accept them.

BUSINESS

Brainstorming Session

Anton briefed the committee on some of the issues raised in the IT Council and listed some of the short and long-term technologies on the horizon. The chairs from all the Governance committees will have regular meetings to determine and discuss overlapping issues and decide which committee should address them.

There were technical problems with the Lync conference call to UC Clermont, which led to a discussion of Lync and the various versions of it. Faculty and staff use one version while the students use a different one. The two versions do not allow communication between them. The committee spent a few minutes discussing short-term goals for problems to address that would start the process to build or restore trust in central IT to encourage colleges and departments to invest their resources in centralized systems. Some of the quick wins suggested were:

- Fix the versions of Lync so student and staff systems talk to each other.
- Combine eProfessional and directory data.
- Develop electronic signage for classroom schedules to be displayed on classroom door.
- Develop standards for classroom AV/IT equipment based on the type of room, size and usage.

The committee spent the rest of the meeting brainstorming ideas for streamlining and reducing duplication of effort for core services and shared infrastructure. They created a large list of uncategorized ideas. Anton volunteered to compile the list and organize it into categories. He will email it to the committee. Members should review it before the next meeting and plan to further organize and prioritize the list as a group. Anton also mentioned that Ken Petren, an A&S professor, has a detailed list of all the interactions required in a typical week for a professor to teach a class. Anton will try to obtain this list to see if the committee can use it to streamline

services specifically for faculty. He asked for a volunteer from the committee who works closely with students to try to create a day-in-the-life of a student profile as well.

Data Center Shutdown

Diana reviewed the data center shutdown schedule (starts evening of 12/28 and lasts through 12/29) and asked all members to share the information in their units.

Diana also asked if there were any questions about the IT@UC Strategic plan or the Security Policy draft she sent in email. There were none.

ACTION ITEMS

Review Old Action Items.

- Diana Noelcke - Email the security proposal submitted to the Board of Trustees and the one-page document from the IT at UC Strategic Planning Committee. *Completed.*

New Action Items

- Anton Harfmann – Organize the list from the brainstorming session and email it to the committee members.

ADJOURNMENT

The meeting adjourned at 11:30 AM.