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MEETING MINUTES

CORE SERVICES AND SHARED INFRASTRUCTURE COMMITTEE

DATE: **APRIL 10, 2014**
TIME: **10:00 AM TO 11:30 AM**
LOCATION: **UNIVERSITY HALL, ROOM 244**
CHAIR: **ANTON HARFMANN, CO-CHAIR: DIANA NOELCKE**

CALL TO ORDER

Anton Harfmann welcomed the committee members and reviewed the agenda. Diana introduced Rick Grant, from Business Core Systems, as a new member. Rick is replacing Robin Pittman, who is going to the SIS project.

Present: Anton Harfmann, Eric Anderson, Kerry Overstake, Diana Noelcke, Dom Ferreri, Steve Young, Rick Grant, John Hutton

Conference Call: Ken Hirsh

Apologies: Gary Grafe, Rachel Frankel, Priya Chawla, Pallavi Patel

APPROVAL OF MINUTES

Eric Anderson motioned to accept the minutes and Ken Hirsh seconded the motion. The committee voted unanimously to accept the minutes.

BUSINESS

Adobe Creative Cloud Licensing

Anton is working on updating the 3-year proposal that was submitted to the IT Council last month to add the college contributions and recognized that UCIT has already committed 146k for the purchase of Adobe Acrobat for campus. Anton's proposal will ask the University to fund the rest of the amount needed until the University can find a long-term solution. Ken said the Nuance product may be a replacement for Adobe Acrobat and could possibly help UC in negotiations with Adobe. Anton will send his draft to the committee the week of 4/14 for review and finalization for presenting it at IT Council on 4/23.

Architecture Principles

Diana will find a replacement from the Architecture Committee to replace Gary Grafe since he is moving to the SIS project. The committee would like for Gary to attend this meeting periodically for SIS updates.

Storage Update

The contract for Box.com has been sent to the Office of General Council and Diana hopes it will be ready by the fall. The UCIT Public Information Office (PIO) will develop an educational program to inform the campus of the Box availability and security and to stop using Dropbox. Dom will work with the IT Managers Committee to share the information and possibly the CET&L.

IT@UC Strategic Planning Committee - The committee is disbanding in early May and wants to turn over their work to this committee. Diana will share the spreadsheet the committee created from feedback from college visits about their needs. Core Services and Shared Infrastructure committee will address the pinch points identified in the spreadsheet with action items. They will start by comparing the college feedback with this committee's brainstorming sessions and identify the connection points. The committee also discussed creating a

subcommittee consisting of two members each from the four IT Governance Topical Committees, to serve two-year terms. The new subcommittee would be owned by the Topical Committee chairs and co-chairs and would continue engagement in the form of regular college visits for listening sessions.

Risk Management and Data Security Policies – The committee discussed ways they could help educate the university community about policies and security laws. Bo will work with the IT Managers Committee to ensure that all new equipment for faculty has encryption software installed. They will also work with HR to develop a university-wide required training program. Part of the training needs to be about data classification and encryption. The data classification policy is on the OIS website and defines restricted data. John Hutton commented that recently the penalties for loss of personal data has moved from administrative to civil law.

A search is underway to hire an AVP for Information Security and a Director of Risk Management. When the positions are filled, Diana will invite the AVP to attend meetings with this committee to develop a training plan in collaboration with HR.

ACTION ITEMS

- Anton Harfmann – Update Adobe software proposal and send it to the committee the week of April 14 and present final version to the IT Council.
- Diana Noelcke – Send the IT@UC Strategic Planning Committee spreadsheet to the committee members.
- Diana Noelcke – Discuss with Gary Grafe about a replacement to serve on the committee during his SIS project involvement.
- Diana Noelcke – Invite new AVP for Information Security to a committee meeting (once hired)

ADJOURNMENT

The meeting adjourned at 11:30 AM.