MEETING MINUTES
CORE SERVICES AND SHARED INFRASTRUCTURE COMMITTEE

DATE: MAY 08, 2014
TIME: 10:00 AM TO 11:30 AM
LOCATION: UNIVERSITY HALL, ROOM 420A
CHAIR: ANTON HARFMANN, CO-CHAIR: DIANA NOELCKE
CALL TO ORDER
Present: Anton Harfmann, Kerry Overstake, Diana Noelcke, Dom Ferreri, Rick Grant, Gary Grafe, Rachel Frankel, Pallavi Patel

Conference Call: Steve Young

Apologies: Priya Chawla, Eric Anderson

APPROVAL OF MINUTES
Gary Grafe motioned to accept the minutes and Ken Hirsh seconded the motion. The committee voted unanimously to accept the minutes.

BUSINESS
Committee Priorities and Updates
The committee reviewed the core services and shared infrastructure priorities document created from earlier brainstorming sessions and finalized the top priorities from the list. They are:

- Architecture principles
- Electronic classroom space/AV equipment standards
- Storage/UC Dropbox
- Single sign-on and portal for frequently used services
- Server hosting analysis study (is that the right diplomatic term to use for the server consolidation initiative?)
- Desktop virtualization & applications
- Unified help desk/trouble ticket system

Gary asked the committee to review the updated Architecture Principles document draft and provide feedback no later than end of business day May 15th. Gary and Anton will arrange a Doodle meeting invitation for the committee to review, edit, and finalize it as a group the week of May 19th.

UCIT has completed the audit of all centrally-scheduled classrooms and is making plans to work with Campus Planning to start the audit for college-owned classroom spaces. Diana will share the results of both audits with the committee when the reports are complete.

The Box.com contract has been signed by the Office of General Council. UCIT is working on a branding plan and will send a formal communication to the university community in July when the on-premise storage is available for use.

The single-sign on portal service priority needs to be further developed. This is actually two services; the single sign-on is different from developing a single portal. The committee needs to document use cases to help determine which services are appropriate to be included. Anton suggested the committee work with Josette Riep’s team and Gary to develop the physical architecture and middle ware strategies. The desktop for the portal needs to be configurable. Indiana University’s portal and the new Canopy.uc.edu portal sites were mentioned as examples.
Dom suggested that they start the server hosting initiative by seeking an endorsement to proceed from the IT Council and then follow it up with a campus-wide server hosting analysis study. A survey could be developed and distributed via the IT Managers Committee to obtain a sense of the infrastructure landscape that would be involved in the project. This priority also fulfils the recommendation from the IT@UC Strategic Planning Committee for building and developing more enterprise shared services.

Desktop virtualization and applications and unified help desk/trouble ticket systems will be discussed and better defined in the next meeting. Software was not one of the top priorities but it is high on the list. It is a moving target and needs to be addressed.

**ACTION ITEMS**

Anton and Gary - Arrange a Doodle invitation to convene a group meeting to review and finalize the Architecture Principles Guidelines

Diana Noelcke - Share the classrooms audits with the committee when the reports are complete

**ADJOURNMENT**

The meeting adjourned at 11:00 AM.