MEETING MINUTES
CORE SERVICES AND SHARED INFRASTRUCTURE COMMITTEE

DATE: DECEMBER 11, 2014
TIME: 10:00 AM TO 11:30 AM
LOCATION: UNIVERSITY HALL, ROOM 244
CHAIR: ANTON HARFMAN, CO-CHAIR: DIANA NOELCKE
CALL TO ORDER
Anton Harfmann welcomed the members to the meeting.

Present: Gary Grafe, Dom Ferreri, Kerry Overstake, Anton Harfmann, Rachel Frankel, Steve Young, Rick Grant Jesse Fatherree

Apologies: Priya Chawla, Brian Butz, Thomas Krieger; Ken Hirsh, Pallavi Patel, Diana Noelcke, Nathan Eberhardt, Rachel Frankel

APPROVAL OF MINUTES
Minutes – Anton asked for a minor change in the last minutes. With the correction, the committee voted unanimously to accept the November 9, 2014 minutes.

BUSINESS
License Servers – No update this month.

Google Apps Update
Pilot is limited to CECH as a test case to see if it is viable for wider adoption. Brian Verkamp (CECH) will gather pilot requirements. Their implementation plan is vague at this point but they know they want to use it. CECH will provide internal support for the pilot, with only minor impact to UCIT support team during the initial setup phase. The pilot will use standalone apps only; email will not be enabled to minimize support requirements.

Dell Contract Update
Janet Nacci (janet_nacci@dell.com) is the permanent Dell rep for UC. She lives in Cincinnati. Dom’s team is meeting weekly with her to improve overall contract performance. Contact Dom if you or your colleagues have issues to resolve. Dell is planning a roadmap presentation at UC in late January or early February. All faculty, staff and students will be invited to attend. The results of the meeting and feedback from the campus community will inform future contract possibilities and options. Some recent improvements resulting from the weekly meetings are:

- Most frequently purchased accessories are on main page with products
- Weekend and FedEx home deliveries have been removed.
- Order processing has been streamlined – preferred way is to use premiere page and PCard.
- Whole premiere website is being revamped.

Server Hosting Analysis
Dom has started the process with the IT Managers and is asking for their inventory data as is. The Service Management group will work with the data to create a general landscape of what equipment exists. Dom will share the data with this group once it is compiled.
Single Sign-on
The Task Force will meet for the first time in January or early February if Ken Petren is available. Anton asked the committee members to begin documenting their own frequently used websites to add to the study. Single sign-on across all websites may not be possible but one of the goals could be to develop a consistent look and feel with similar menu options, search functions, and the development of the knowledge base. The Task Force will work closely with OIS and UCIT developers to create a single-sign-off as well. This is being developed within Catalyst.

OIS IT Governance Topical Committee Membership
Bo Vykhovanyuk is asking for suggestions for membership from all of the topical committees to serve on the IT@UC Governance Information Security & Compliance committee. Dom suggested Wade Hedgren from IT Managers, Gary Grafe volunteered to represent this committee and Catalyst. Susan Albonetti’s (Assistant Treasurer) name was also suggested as another potential member.

Architecture Principles
Gary and Anton will meet in January to finalize the Architecture Principles document. It needs to be clearly communicated that the Architecture Principles are guidelines and NOT a policy.

Catalyst Update
The fit/gap process is complete. The goal is to avoid modifying the core code whenever possible. During the fit/gap process, the Catalyst team held 75 listening and informational sessions, determined 998 requirement, realized 910 fits, with only 88 gaps between what the new system offers and what UC needs. Policy and process changes can minimize business process and code changes. Overall the new system is close to being 96% of what UC needs out of the box.

ACTION ITEMS
Old Action Items.

- Anton: Reach out to Ken Petren about joining IT subcommittee for single sign-on and portal page and other possible subcommittee members
- Dom: Charge the IT Managers Committee with completing the survey for distributed servers and determine how to share and consolidate the service (In process)

ADJOURNMENT
The meeting adjourned at 11:06 AM.

Link to CSSI SharePoint Site