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MEETING MINUTES

IT COUNCIL

DATE: **AUGUST 28, 2013**
TIME: **8:00- 9:30 AM**
LOCATION: **610 UNIVERSITY HALL**
CHAIR: **NELSON VINCENT**
KRISTI NELSON

CALL TO ORDER

Nelson Vincent welcomed the members and thanked them for their commitment.

Attending: Nelson Vincent, Kristi Nelson, Bob Ambach, John Hutton, Donna Hamilton, Jeremy Martin, Joe Blizzard, Russ McMahan, Beth McGrew, Xuemao Wang

Absent: Bill Ball, Corrie Becker

BUSINESS

The council is formed as part of the Blue Ribbon Task Force. IT Governance serves to guide, support, collaborate, and align. Nelson explained the organizational chart. The co-chairs of the other IT governance committees will be invited to the September meeting.

Nelson Vincent and Kristi Nelson will charge the E-Learning group and serve as guides. The committee lists are in draft form but are being expanded and finalized. Committee reviewed list of suggested members for other IT Governance committees. This is the first year and the IT Council will be guiding and supporting the four governance committees. The hope is IT will become deeply involved in all areas of the university. Kristi stated we should be looking for input from the UC community and beyond.

Beth reported that the Data Center Taskforce has been charged with putting together a plan for how we hold our data. There are some desires that our existing data center cannot meet. We have new needs and wants. We are looking at what type of data center we need and want at UC. John Hutton stated we need to look at how to meet federal and state regulations as well as meet needs of UC. The IT council would like the data center task force and the IT governance committees to come to the IT council and then go up to Beverly and Bob and then into Integrated Decision Making.

Nelson reported that we are very engaged in learning from what the 22 departments of the state in Columbus are doing to leverage shared IT resources and services. Our state CIO, OBR, and OARnet are discussing options for shared enterprise IT services in Columbus and across the State of Ohio. Bob Ambach represents UC on the State Efficiency Council. UC has also established an Efficiency Council and one of the key focus areas is shared services is in the area of technology and technology-support work flow.

The group discussed and decided that the term E-Learning should be used instead of Distance Learning when referring to online learning.

The student government IT cabinet is growing and interested in getting more involved with IT@UC.

It is the responsibility of this group to take information back to their constituencies and to share what is learned here in the IT council. There is a need for communication back to the all the stakeholder groups that the IT Council serves. John Hutton stressed the importance of helping faculty, staff and students understand the restrictions around data security and research compliance that we must abide by. An educational process is needed around data security and research compliance that can meet all of our UC constituencies.

A leadership group is looking at areas of data and research compliance and developing recommendations for a scalable approach to educating faculty, staff and students about data security and research compliance. For example, providing a research and data security orientation for all new employees during onboarding. Nelson Vincent and Mark Faulkner received a charge from the Trustees Governance and Audit committee to develop a plan and build support. Erma Fritsche pointed out there is a need for education about the security risks associated with services such as Drop Box or other storage systems outside of UC. Security weaknesses have been defined and we are charged with finding solutions. Erma recommended Internal Audit attend the IT Managers meeting to explain an IT Audit. Bob Ambach stated there needs to be a sense of urgency among all the IT governance committees.

Nelson Vincent reviewed the proposed ITIE FY14 Allocation for the support of technology in Centrally-Scheduled Classrooms. The Provost's Office has allotted a one-time \$200,000 to the ITIE fund to help with the enrollment impact in the 2012-13 year. The IT Council will review the ITIE allocations model in 2013-14 and make recommendations. For example, it is vital that central classrooms have updated technology and remain current. Nelson Vincent made the motion and Bob Ambach seconded the motion to endorse the ITIE FY14 Allocation spreadsheet. All were in favor of accepting. The IT Council unanimously endorsed.

Nelson Vincent distributed a copy of the UCIT annual report and thanked the committee for their participation. Meeting will be scheduled for the 4th Wednesday of each month from 8-9:30 a.m. in University Hall. Meeting invitations were sent.

DECISIONS

The committee decided to omit the use of "Distance" and instead decided upon "E-Learning" when referring to online learning.

Members unanimously endorsed the proposed plan for sustaining the institutional investment in e-classrooms, ITIE FY14 Allocation.

ACTION ITEMS

- Invite co-chairs of other IT Governance committees to the September meeting - Nelson
- Educate Faculty, Staff, and Students on Data Security and Compliance - Nelson Vincent and Mark Faulkner will lead.

ADJOURNMENT

9:30 AM August 28th, 2013