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MEETING MINUTES

RESEARCH AND DEVELOPMENT COMMITTEE

DATE: **MARCH 11, 2014**
TIME: **1:00 PM TO 2:30 PM**
LOCATION: **UNIVERSITY HALL, ROOM 244**
CHAIR: **MARK FAULKNER, CO-CHAIR: PAMELA BAKER**

CALL TO ORDER

Mark Faulkner welcomed everyone and reviewed the agenda for the meeting.

Present: Steve Marine, Brian Verkamp, Charles Jake, Bo Vykhovanyuk, Dama Ewbank, Shannon Funk, Mark Faulkner

Apologies: Pamela Baker, Matt Hartman, Kaleb Posey, Kumar Vemaganti, Aparna Sundar, Tara Smith, Misty Richmond, Kanistha Chatterjee, Jiraganya (JJ) Bhongsatiem, Brett Harnett

BUSINESS

Red Flag Program update – The committee reviewed the Red Flag Policy and the Red Flag Program. The policy is owned by the Senior VP for A&F (Bob Ambach) and probably the Provost (Beverly Davenport). Office of Information Security will assist if identity theft occurs and conduct risk assessments. Leadership will need to establish a committee that will track red flag incidents and follow up with the compliance board annually. Bo will reformat the drafts into UC policy format and add the financial departments to which this policy applies and send it to Jane. Mark will take it for review and next steps to the IT Council.

OIS Mission and Services – The committee provided feedback on Bo's draft and he will revise it so that it is more of a high level overview and resubmit it for the committee to review it again. Dama will also review it and provide additional feedback. Bo will vet it in the other IT Governance Committees.

CQ – A Memorandum of Understanding between UCIT and Government Relations & University Communications is being drafted for addressing CQ development needs across the university. The committee discussed the need for a unified web presence and issues around the calendar in 25Live. Decisions about it are dependent on the new SIS development. Dama volunteered to serve on the stakeholders group for 25Live if needed. Calendaring is not an issue for this committee to address but Mark will report back to the group when he knows who will be addressing it.

IT Governance Submission Process - Mark is waiting to take this issue to the IT Council because it may be addressed through the Project Management Portfolio tool UCIT recently purchased.

ePortfolio Tool – The new version of Blackboard may offer it. Pamela will work with Melinda Rhodes-DiSalvo to investigate.

Digital Publishing – Steve attended a digital publishing conference. One way for universities to take better control of copyright issues is to self-publish their research. Alternatives are emerging. The University of California system has mandated an open access system in which the author does not sign over copyrights. Steve will provide a presentation on digital publishing in the April meeting.

NEW BUSINESS

R&D in UCIT – Mark provided an overview that the R&D unit in UCIT is conducting a high performance computing needs analysis of researchers across campus. Jane Combs, Assistant Director for UCIT R&D area is championing the effort. Mark would like to have Jane bring the results of that activity to the committee at a later date. At last IT Council, Bill Ball recommended inviting David Linger, UCRI, to join the committee. Mark will invite him.

ACTION ITEMS

- Review of old action items
 - Mark Faulkner – Take the submission process to the IT Council.
 - Pamela Baker – Investigate using the ePortfolio tool in the new version of Blackboard.
- New Action Items
 - Bo Vykhovanyuk – Reformat Red Flag Policy and send it to Jane by end of business March 26th.
 - Mark Faulkner – Take the Red Flag Policy to the IT Council for review and next steps.

ADJOURNMENT

Meeting adjourned at 2:17 PM.