IN ATTENDANCE:
Eric Denna           Quinn McKenna           Chris Ireland           Rich Brown
Jeff West            Michael Kay            Cathy Anderson          Mike Strong
Rick Anderson        Mike Perez             Wayne Samuelson        Martha Bradley

COMMITTEE SUPPORT: Josh Wall

UNABLE TO ATTEND:
Amy Wildermuth       Mary Parker            Tom Cheatham           Gordon Crabtree
Raymond Tymas-Jones  Michele Ballantyne    Cindy Furse

Previous meeting minutes unanimously approved

University Information Technology Services - Common Resource
Based on the feedback from the prior meeting, common resource criteria were condensed and a brief description was included for each criterion. Expected outcomes were also brought to the committee. The criteria and outcomes are as follows:

Criteria:
- Large Cross Functional User Base
  - A large University population that crosses colleges, departments, and organizations must consume the service.
- Similar Service Characteristics
  - The service characteristics are common across the University or require minimal adaptations.
- Opportunities for Efficiencies:
  - The service can be delivered more efficiently for the University as a whole.
- Addresses Institutional Compliance or Risk:
  - The service assists the University to comply with federal and state regulations or mitigate risk.

Expected Outcomes:
- Common user experience
- Minimize duplication of effort in providing common services and increases efficiencies
- Clear understanding of responsibility for providing a service (central vs. dept./college)
- Colleges and departments utilize local resources for unique needs
• Enables a better experience for those we serve

The Committee discussed the use of strong language, specifically for the criteria of ‘large cross functional user base.’ Members decided that the word ‘must’ would be removed from the description of that criterion.

Although no official decision was made, the Committee felt that the criteria and outcomes were appropriate. The Committee will continue to look at all UIT services and reserve the right to modify the criteria as the discussion develops.

Three UIT services were discussed and reconciled with the criteria.

• University Email – Determined to be a common resource
• Virtual Servers – Determined not to be a common resource
  o Duplication of this service was discussed. While virtual servers were determined not to be a common resource, more discussion will occur re: how this service is provided across campus.
• File Storage – Determined not to be a common resource
  o This service is similar to virtual servers in that it is duplicated numerous times across campus.

Location Data
The current state of location data was presented to the committee, highlighting the complexity of accessing and reporting on location data. Discussion centered on the lack of authoritative sources of location data and multiple systems that maintain location data.

A working group was unanimously accepted by the OITC to address location data issues and report back to the OITC on progress. Members are:

• Director, Plant Operations - Cory Higgins
• Director, Business Services - Ken Nye
• Director, Space Planning - Matt Yurick
• Director, Institutional Analysis - Paul Gore
• Program Coordinator, Scheduling - Liz Johnson
• Enterprise Data Architect - Dave Huth

The working group is expected to provide periodic updates on progress. The approach and timeframe will be defined by the group and approved by the OITC. This group is charged with the following:

• Think of location holistically
• Design the right processes
• Clarify roles, responsibilities and governance
• Make the technical changes