SUMMARY FOR OPERATIONAL IT COMMITTEE MEETING

DATE: May 15, 2014
TIME: 1:45-3 p.m.
LOCATION: Marriott Library, Eccles Executive Boardroom

IN ATTENDANCE:
Cathy Anderson  Rich Brown  Alberta Comer  Gordon Crabtree
Eric Denna  Cynthia Furse  Patricia Hanna  Chris Ireland
John Nixon  Wayne Samuelson  Jim Turnbull  Raymond Tymas-Jones
Jeff West

COMMITTEE SUPPORT: Rene Eborn

UNABLE TO ATTEND:
Michele Ballantyne  Martha Bradley  David Browdy  Tom Cheatham
Quinn McKenna  Mary Parker  Mike Perez  Mike Strong
Jim Turnbull  Amy Wildermuth

ALSO IN ATTENDANCE:
Steve Corbató, Deputy CIO
Debbie Raksha, Director, University Support Services, UIT
Cory Stokes, Executive Director, Teaching & Learning Technologies

AGENDA ITEMS DISCUSSED:
• Welcome John Nixon
• University Support Services resource inventory review
• Adobe enterprise agreement

Welcome John Nixon

The portfolio welcomed Chief Business Officer John Nixon to the group.

University Support Services resource inventory review

Pat Hanna informed the group of the results of the University Support Services (USS) resource inventory, which showed that given the current number of projects approved by the portfolio, resources for newer projects would not be available until about 2016. The group discussed that the requests sent through that portfolio often are business-critical projects, and there will be a cost associated with completing them whether they are undertaken by USS or through an outside process. There was a suggestion put forth that perhaps there are not enough University resources devoted to what has become a critical area, and a greater effort should be put into determining whether the University is using resources the their best effect. It was stated that spending additional resources upfront in this area would pay for itself in the long run if done strategically.
The group decided upon several actions to address the issue. Hanna will work with the USS Portfolio to determine what the effect to the University would be if incoming project requests were delayed because of a lack of resources. She will report those findings to OITC. She also will work with Debbie Rakhsa to evaluate the 350 applications currently supported by USS staff to determine which ones are common resources and which are more local in scope, according to the guidelines previously approved by OITC. In addition, Cathy Anderson and John Nixon will discuss whether the current finance model is adequate to ensure the best use of University resources.

Adobe enterprise agreement

Wayne Samuelson presented the recommendation from the Teaching and Learning Portfolio that the University sign an institution-wide agreement with Adobe to provide software to all students, faculty, and staff. The portfolio recently completed the allocation of student computing fees and noted that the requests for funding to cover Adobe licenses were significant across multiple areas. Those licenses would not have been as cost-effective or beneficial to students as the proposed enterprise agreement, however. The group determined there was significant student need for such an agreement, and voted to allocate a portion of student computing fees toward the campus-wide agreement in years two and three of the deal, if it is approved.

It was mentioned that the Council of Academic Deans also supported the idea of an enterprise agreement. Cathy Anderson was asked to follow up with the incoming student leadership representatives to ensure there were no objections to the use of student fees. The OITC also discussed a desire to incorporate Adobe FrameMaker into the licensing agreement. The group unanimously agreed to support the University pursuing the Adobe enterprise agreement, provided FrameMaker is part of the final deal and there is no objection from the student body representatives.

<table>
<thead>
<tr>
<th>Action</th>
<th>Topic</th>
<th>Person/Group</th>
<th>Next step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action item</td>
<td>University Support Services resource inventory review</td>
<td>University Support Services Portfolio</td>
<td>Evaluate projects being requested through USSP to determine what the effect would be to the University's ability to conduct its business if those projects were delayed or outsourced. Report back to OITC.</td>
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<tr>
<td>Action item</td>
<td>University Support Services resource inventory review</td>
<td>Pat Hanna/Debbie Rakhsa</td>
<td>Determine which of the nearly 350 applications currently supported by USS are common good resources. Report back to OITC.</td>
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<tr>
<td>Action item</td>
<td>University Support Services resource inventory review</td>
<td>Cathy Anderson/John Nixon/Steve Corbató</td>
<td>Review the current funding structure to determine whether the proper model is in place relative to the needs of the University.</td>
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<td>Action item</td>
<td>Adobe enterprise agreement</td>
<td>Cathy Anderson/Rene Eborn</td>
<td>Incoming student representative leadership will be asked about the use of student funds.</td>
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<tr>
<td>Approved</td>
<td>Adobe enterprise agreement</td>
<td>Portfolio</td>
<td>The group unanimously agreed to support the enterprise licensing if FrameMaker is included.</td>
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