SUMMARY FOR OPERATIONAL INFORMATION TECHNOLOGY COMMITTEE

DATE: January 16, 2014
TIME: 1:45 – 3 p.m.
LOCATION: 300 Park

IN ATTENDANCE:
Cathy Anderson  Michele Ballantyne  Rich Brown  Alberta Comer
Eric Denna  Cynthia Furse  Pat Hanna  Michael Kay
Mike Perez  Wayne Samuelson  Jim Turnbull  Raymond Tymas-Jones
Ruth Watkins  Jeff West

UNABLE TO ATTEND:
Martha Bradley  Tom Cheatham  Gordon Crabtree  Chris Ireland
Quinn McKenna  Mary Parker  Wayne Samuelson  Michael Strong
Amy Wildermuth

ALSO IN ATTENDANCE:
Steven Corbató, Deputy Chief Information Officer
Dave Huth, UIT Enterprise Data Architect

AGENDA ITEMS DISCUSSED:
• Approval of Dec 4, 2013 Meeting Minutes
• USS Portfolio Update
• Data Management Policy
• 2015 Budget & Planning

Approval of December 2013 Meeting Minutes

The meeting minutes from Dec. 4, 2013 were approved.

University Support Services Portfolio Update
Portfolio Co-Chair Pat Hanna reports the group has reviewed a process to handle the many requests it receives. During its January meeting, the group also determined the portfolio’s priorities, which she will share with the OITC via email.

Data Management Policy

The University Institutional Data Management Policy (Policy 4-001) was last ratified in 2008 under the premise of “free the data.” The change in IT governance resulting in the formation of OITC precipitated a review of the policy, which prompted some suggestions for change because:
• The current regulation mixes procedure with policy.
• The organization of the current regulation has readability issues.
• Data stewardship roles and responsibilities are too general to be meaningfully assigned.
• Data-access appeal decisions are authorized to be made outside of governance.
Members discussed the issues raised with the Data Management Policy and reviewed a list of corrective recommendations. There was consensus that the issues raised are real and should be addressed through policy revisions. There was also consensus that the recommendation set was sufficient to address the issues, however the specific wording of the recommendations requires continued vetting.

OITC was made aware that the Faculty Senate is working on a privacy rule addressing faculty personal information. Because this rule will be attached to the Data Management Policy, it was suggested revisions to the Data Management Policy and formation of the rule should flow through the regulation process together.

The following procedural recommendations were accepted:
- Pat Hanna and Eric Denna will co-sponsor oversight of the Data Management Policy revisions, representing OITC.
- Rene Eborn will manage the policy lifecycle with the Institutional Policy Committee.
- Dave Huth will continue to manage the policy revision and coordinate efforts with the Faculty Privacy Rule.

**2015 Budget & Planning: What is the Role of Governance?**

Members discussed the role of governance and how it fits into the annual budgeting process for strategic priorities. It is important the governing portfolios participate in the planning process to guide the allocation of University Information Technology’s budget. Eric Denna and Cathy Anderson will work with leadership to explore options for an inclusive approach.

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<td><strong>Topic</strong></td>
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