

SUMMARY FOR UNIVERSITY SUPPORT SERVICES PORTFOLIO

DATE: November 18, 2014

TIME: 11 a.m.-12:30 p.m.

LOCATION: Warnock Engineering Building, Room 1850

IN ATTENDANCE:

Brent Brown	Ed Davies	Patricia Hanna	Jeff Herring
Laura Howat	Sandy Hughes	Michael Kay	Matt Lopez
Karen Macon	Ken Nye	Stephen Petersen	Debbie Rakhsha

COMMITTEE SUPPORT: Aspen Perry, Marv Hawkins, Scott Sherman

UNABLE TO ATTEND:

Steve Corbató	Mollie Cummins	Lori McDonald	Brian Rasmussen
Andrea Rorrer	Gordon Wilson		

AGENDA ITEMS DISCUSSED:

- Updates
- New project ranking review
- HE/HR Split update
- Bundling concept
- CIO search/Chief of Staff change
- OITC items of interest
- Electronic document management RFP update

Updates

Pat Hanna will bring the issues from the previous meeting to the Operational IT Committee. Another possible topic of discussion is the use of IT change moratoriums on campus. The group discussed how moratoriums were decided upon, what the effect was on development and testing, and how they are communicated. The 2015 moratorium schedule was displayed, showing dates around holidays and key academic events where special permission is needed to make changes to either systems or infrastructure that might affect the stability of the network or database functions. Members asked to begin having the moratorium calendar listed among portfolio materials so they can take those dates into account in future decisions.

New project ranking

There were not enough rankings completed to have a quorum, so members who have not yet submitted their rankings will be asked to do so.

HE/HR Split update

The PeopleSoft split is moving along, and key work is expected to take place in early December.

Bundling concept

University Support Services has more than 1,000 tasks on the docket now, many either bug fixes or enhancements for existing products. Some of the requests are very old and may no longer be needed, while others are newer. It’s not uncommon for USS to finish a task and await sign-off from the requesting party before considering the request closed. This sometimes takes longer than expected, and if changes are required months down the road it pulls resources off of current projects. USS is proposing a release-bundling concept that would tie a number of requests together with one expected release date, and the bundle would not go live unless all items in that bundle are approved. This would make for a more streamlined release process, eliminate overly delayed approvals, and generally improve USS’s ability to provide timely service. Members did not have any concerns with USS moving ahead with that process.

CIO search/Chief of Staff updates

The final four Chief Information Officer candidates will be meeting with more campus groups at the end of November, with an offer being made perhaps in the middle of December. CIO Chief of Staff Rene Eborn has accepted a position outside the university. Scott Sherman will take over as interim Chief of Staff to assist the governance groups.

OITC items of interest

Jeff Herring presented a proposal for OITC to purchase a powerful security tool to help protect sensitive data and boost the ability of the university to do security forensics. The package requires integration into PeopleSoft, and will add multi-factor authentication for certain tasks.

Electronic document management RFP update

Matt Lopez said the university is in the final stages of choosing a vendor and signing a contract.

Action summary			
Action	Topic	Person/Group	Next step
Decide	New project ranking	Portfolio	Members who have not ranked the projects should do so.