INFORMATION TECHNOLOGY MANAGEMENT FORUM (ITMF)

THURSDAY, MARCH 3, 2005
GEORGIA CENTER, Rm. R
1:30 – 3:00 P.M.

Present: Greg Ashley, Karen Bauer, Matt Blankenship, Cindy Bond, Michael Brewer (for Christine Miller), Joellen Childers, Bill Clayton, Jeff Daniel, Martha Dennis, Bert DeSimone, Debbie Ellerson, Alan Ferrenberg, Andy Furlow, Stan Gatewood, Sandi Glass, Brad Hunt, Judy James, Paul Keck, Will Laney, David Matthews-Morgan, Sohayl Moshtael, Dan Murphy, Jerry NeSmith, Teresa Payne, Larry Pounds, Barry Robinson, Scott Smith, Cletus Stripling, Sharon Thelen, Greg Topp, Carol Watson and Chris Wilkins.

Absent: Sue Achtemeier, Chris Adcock, John Anderson, Sharon Burch, Mike Campbell, Mark Cherry, Lee Cornell, Mike Dennis, Corey Doster, Mark Ellenberg, Sarah Fraker, Don Hamilton, Stuart Ivy, David Knox, Tammy McGarity, Eric McRae, Jeff Pentz, Cheryl Prichard, Jeff Teasely, Dale Wetzelberger, Barbara White and Chris Workman.

Approval of the minutes – The group approved the minutes for the February 3, 2005 ITMF meeting.

**Matt mentioned a few additions to the agenda including a short update on the Veritas site licensing by Sohayl Moshtael (EITS Contracts and Grants) and Larry Pounds (MSD).

FACTS Executive Reporting Tool -- Dr. Karen Bauer, Director of UGA’s Institutional Research department, gave a presentation detailing the FACTS (Facilitated Access to Campus Trends and Statistics) Executive Reporting Tool IR has been developing over the last year (See Attachment I). She noted that when she came to the University 18 months ago she was charged with supplying upper administration analytic research information and accurate data so they could make better informed decisions about academic planning. Dr. Bauer noted that in order to fulfill this obligation, she knew she must find a way to mine accurate data and have it readily available from the data silos around campus. With
the help of developer Andy Furlow and database administrator Jeff Daniel, Bauer and IR are in the process of implementing the FACTS database. Points discussed include:

- Members were invited to visit the IR home page (http://www.oir.uga.edu) and the FACTS homepage (http://facts.oir.uga.edu) to sample the application and give their opinions.
- IR hopes, as data becomes more integrated across campus, to serve as the research and data “hub” for deans, department heads, faculty and professionals employed at UGA. They are building what Dr. Bauer termed a “repository” of information.
- At present, anyone with an employee-access MyID number can view the FACTS tool. (The IR web pages and fact books are for the more general public.)
- Some of the information included on the database includes statistics about students, faculty, staff, courses and degrees conferred. Forthcoming information will include statistics about UGA facilities and budget.
- The FACTS database is most useful in “drilling down” data, i.e. specializing and customizing information according to a user’s query.
- The database is utilizing “snapshots” of information from the EITS Administrative Information Services Oracle environment. These snapshots are once-per-term numbers based on the frozen Census date with a few exceptions where discrepancies arise.

Veritas Update – Sohayl Moshtael gave an update on the site licensing agreement with Veritas noting that he, Larry Pounds and George Bond (both of MSD) had flown to California recently and had spoken to the Director of Sales Strategy and Programming of Veritas to discuss academic pricing. Sohayl reported that Veritas expressed interest in offering academic pricing to the University. He is hopeful that a deal with be finalized in coming weeks. He also mentioned a verbal agreement with Microsoft to allow individual departments to participate in the Microsoft Campus Agreement. Questions should be directed to Sohayl at sohayl@uga.edu or Larry at msd@uga.edu.

Compact Plan Update – Greg Ashley gave an overview of the Compact Plan presentation that Dr. White recently presented to UGANet. A Power Point version of the Compact Plan can be found by visiting http://www.eits.uga.edu/compact/. Points presented include:

- Compact Planning is atypical in that it starts at the individual level – i.e. units and individuals across campus – and moves up the chain to administration.
• This type of planning, unlike strategic planning, is a negotiated process and is user-driven.
• Compact Planning will include outreach projects as well as the residential campus.
• This type of planning is initially concerned with determining the “drivers” of long-term change.
• The Compact Plan will be tied to UGA budget concerns and will incorporate a fully-funded business model.
• The object of the Compact Plan is to identify initiatives and create strategies to accomplish those initiatives. The idea is to have a plan, accountability for initiatives within the plan and measurable outcomes.
• The initiatives included in the Compact Plan must support the goals and mission of UGA.
• The plan will focus of quantitative not qualitative measurements.
• Ultimately, the Compact Plan will be used to promote self-sustained, fully-funded IT projects on campus.
• EITS Directors are meeting with campus groups in the near future to begin compiling initiatives. They will be responsible for drafting the initiatives themselves and are counting on ITMF and UGANet as two of the core groups to offer feedback on the process.
• Their expectation is that the initial large initiatives will be concerned with funding in FY07.
• EITS Directors must have their draft prepared for presentation to the EMT by July 1st of this year.

Bylaws Update – Dan Murphy gave an update on the proposed ITMF Bylaws revision. The major revisions are as follows:

• The chair to ITMF should, by default, be the voting representative of the group to ITAC.
• If the chair is already on ITAC, then the vice chair of ITMF should be the voting representative to ITAC.
• If both the chair and vice chair are already on ITAC, then a member of ITMF will be decided on as the voting member to attend ITAC.
• The vice chair will take on responsibilities, including a newly proposed marketing responsibility, of the formerly-elected Communications Officer. (The vice chair will be responsible for communications but may use volunteers to update and maintain the website, etc.)
• Elections and appointment terms should be aligned with ITAC’s elections and appointment terms, i.e. elections will be held in September and appointment terms should be extended a year.
Joellen mentioned that she is still willing to maintain the website under the vice chair (if the proposed bylaws are drafted) and it was decided that the current officers and bylaws remain in place past the usual March election on into September to begin the alignment process.

Matt and Brad suggested that the bylaws be studied and suggestions be made via the ITMF listserv. Feedback should be submitted by March 18th.

Other Business:

- **IT Jobs Update** – Human Resources has developed salary bands and target salaries for new hires. Please contact Human Resources for information if you are posting a new position.

- Judy James asked that everyone visit the IT Jobs website ([http://coe.uga.edu/itjobs](http://coe.uga.edu/itjobs)) to view the Professional development training profiles that have recently been completed. A contact is listed for each job family to submit feedback on identification of additional training needs and resources.

With no other business to discuss, the group adjourned at 3:00 p.m.

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