Present: Chris Adcock, Greg Ashley, Victor Babson, Matt Blankenship, Sharon Burch, Mark Cherry, Bill Clayton, Maria Cleghorne, Sherry Clouser, Lee Cornell, David Crouch, Mark Ellenberg, Shawn Ellis, Ilir Hasko, Marcus Henderson, Brad Hunt, Alan Katz, Paul Keck, Christine Miller, Teresa Payne, Timothy Phillips, Jeff Teasley, Greg Topp, Carol Watson, Dr. Barbara White, Chris Wilkins, Brad Wolfe, Chris Workman


Approval of Minutes: The minutes from the February 5, 2009 ITMF meeting were approved.

Welcome of Visitors:

Featured Speakers/Discussion:

*ITMF Annual Conference – May 2009: Brad Hunt*

The ITMF Annual Conference will be held in late May; no date has been set yet. The theme for the conference is “Cost Savings.” The annual conference will be the delivery date for subcommittees that we have launched to present their findings.

*General Format:*

- Full Day
- More Inclusive
- Open Forum
- Multi-Session Plan
- 6 one hour presentations. ½ hour for subcommittee finding then bring in an outside speaker who has experience in that subject area who could validate the finding and add additional credence to the recommendations).
- No sit down lunch (at present)
- No vendor support yet but it’s in the plan.
• Hoping to get Tim Burgess to come back and present on budget situation

Note: Subcommittees should have their recommendations based on there findings completed before the Annual Conference.

Any Reports from Committees?

**Personal Computing Life Cycle Cost Reduction – Brad Hunt**

Personal Computing Life Cycle Cost Reduction committee has student involvement now. The students are doing the model and they have a faculty mentor guiding them on the business process model.

Committee will be talking with Follett bookstore next week on how they might fit into a streamlined process and how they might be able to serve their students more effectively.

**Pool Software Licensing Resources – Alan Katz**

The committee met for the first time today for an hour just before the scheduled ITMF meeting. Members will be working on a charge for the committee. At the next meeting, each member is asked to share their vision of what the charge should be for the committee. Also, asking each member to perform a simple inventory of software being used in their units.

**Coordinated Training – Chris Adcock**

One piece is figuring out if we chose to collaborate both at the university level and shared cost level, how could this be done? Group met with Chad Cleveland and he has given them some options that look promising so that they can begin to have a single point of contact and single point of flow through for dollars. Will keep ITMF informed on progress via email.

Please read charter and email comments to Chris Adcock

**Power Management – Victor Babson**

The Power Management Committee has not officially met. A meeting is scheduled for next week but they have loosely created a Charge and Project Plan.

**Virtualization – Teresa Payne or Matt Blankenship**

The committee has not met, but at the next ITMF meeting they will be prepared to present a committee charge to the group.
Faculty and Staff Email – Tammy McGarity or Sherry Clouser
The Faculty and Staff Email committee has not met. The committee is here to assist Shawn Ellis if he needs help. (EITS already has an active team)

Videoconferencing
At present there is no chairperson for this committee.

Chris Adcock: George Veeder’s committee just completed a report to Mike Dennis. It would be helpful if we could add some momentum to the work that has already been done. (An active EITS effort)

Security – Matt Blankenship
The Security Committee will meet on March 18th. Will send out an agenda for this meeting and list the areas that the group will be focusing on.

Security Committee has been working on a list of top 10 security threats. They are trying to rally behind Brian River’s obligation to set up a security strategy for the master plan for UGA.

Bylaws – Christine Miller
The Bylaws Committee has not met recently. Members have been discussing ideas via email. Planning to convene a spring meeting and will have a report at the next ITMF meeting.

Wireless – James Gilstrap (No Report)

Business in Progress:

ID Management – Shawn Ellis
Interviewing for the staff augmentation for ID Management. Also working through the purchasing process to get the funding lined up for the staff augmentation for ID Management.

A committee is forming to scope the efforts of phase two and to look at different options and then prioritize those. Target is to start as soon as possible.

Leadership Certificate Program – Greg Topp
The Leadership Certificate Program has only been able to place 3 out of 14 students due to budget constraints. The students have done very well in the program. Because of the small number of student participating, the committee decided to let the students continue to work at the site that they are currently located. The committee is trying to maintain and keep the program alive until the budget situation improves. Putting another call out for students who will be here for 2 years.

Extended UGA Sites IT Initiative – Dr. Barbara White
The Griffin site will have 5 different academic programs that will be offered in August. The dilemma is support. What kind of model is in place for Griffin particularly since it has the College of Agriculture and Environmental Sciences and the Experiment Station and the 5 academic programs coming in the fall.

There are two different agendas that happen to be co/located in one location (Griffin). It raises the questions of the same type of things that we have on the residential campus. These students are attending UGA; they just happen not to be on the residential campus. They still require services.

There is work to be done. A model has to be in place to support the academic side of the house and to support the College of Agriculture and Environmental Sciences and the Experiment Station research component.

Dr. White, Chris Adcock, and his colleagues are working very hard to finalize a plan to see what it might look like and what this model might look like.

Everyone should be aware that the committee is asking for input and guidance on these issues.

_CESS Process Review – Alan Katz_
Chad Cox, in procurement, is working with SciQuest programmer to develop a workflow that would move the CESS process from the requestor in a school, unit or college all the way through to Procurement.

_Network Support to the Jack – Brad Hunt_
The committee is active and they will be meeting on Friday, March 6th, 2009.

_SSN Replacement Plan – Ilir Hasko_
RFP: Group is in the process of evaluating vendor responses. Meeting with DOAS on March 25th, 26th, and 27th to score all the vendors then after awarding the top 3 or 4 finalists; they will go through the negotiation process.

Meeting Adjourned.