INFORMATION TECHNOLOGY MANAGEMENT FORUM (ITMF)
THURSDAY, August 7, 2008
GA. CENTER ROOM R
1:30-3:00 p.m.


Absent: Chris Adcock, John Anderson, Greg Ashley, Victor Babson, Michael Brewer, Michael Cheek, Mark Cherry, JoEllen Childers, Maria Cleghorne, Jeff Daniel, Michael Dennis, Bert DeSimone, Shefali Dhar, Sarah Fraker, James Gilstrap, Frankie Hammond, Marcus Henderson, Judy Howell, Stuart Ivy, Linda Law, Juan Machado, Tammy McGarity, Anthony McLeod, Jerry NeSmith, Teresa Payne, Matt Payne, Jeff Pentz, Nathan Pettigrew, Denver Porterfield, Tammy Pounds, Cheryl Prichard, Brian Rivers, David Stewart, Rayid Tartir, Dale Wetzelberger, Chris Wilkins, Brad Wolfe, Chris Workman, Mingguang Xu

Approval of Minutes: Minutes were approved as written.

Welcome of Visitors: No visitors present.

Featured Speakers/Discussion:

ITMF Annual Conference - Inclusion of Tim Burgess to discuss budgetary landscape for UGA was beneficial. Majority opinion was a one-track format would be better than multi-track. ITMF members were requested to send comments to Brad Hunt for future planning.

Email/Calendar report – Ratified. The report will now be sent to the Due Diligence Committee.

Compact Planning - Lynn Latimer presented information regarding Compact Planning. Town hall meetings held across campus and on extended campuses. Data is correlated, and then initiatives are prioritized. Compact planning provides the basis of fund usage. Results will be posted by Lynn to the ITMF listserv (from last fall). The meetings for FY09 are being held in September. Information will be forthcoming, and information can be obtained at http://www.eits.uga.edu/cio.php?l=2&c=compact.

Compact Planning Presentation – See Attachment I, http://www.uga.edu/itmf/minutes/8-7-08attachI.pdf
ITMF Compact Planning Survey Results – See Attachment II, http://www.uga.edu/itmf/minutes/8-7-08attachII.pdf

UGANET Compact Planning Survey Results – See Attachment III, http://www.uga.edu/itmf/minutes/8-7-08attachIII.pdf

Extended UGA Sites IT Initiatives - David Matthews-Morgan provided an update on IT initiatives at extended sites. Trying to put together a committee to address the needs of external sites and map those needs to IT initiatives. They will begin with a baseline and pain points, and prioritize that list to address issues. Rayid Tartir will be conducting face to face meetings to gather data.

Committee Reports

Security - Matt Blankenship reported that the Security Committee is reviewing policies from Brian Rivers and EITS Security (Brian will be taking on Stan Gatewood’s duties in the interim since Stan has moved to the Board of Regents). Chris Workman and Greg Ashley are in the process of developing IT policies for Nondisclosure, Ethics and Expectations, among others. A records retention policy for IT is being considered. Until that time, the Board of Regents Directives should be followed. A suggestion was made for a hotline to report when a UGA entity requests your social security number.

Central Backup Committee - David Matthews-Morgan reported that they are reworking a survey written by the previous committee which will be sent out soon and the committee should be back on track soon.

Bylaws - Christine Miller reported their action items were complete and they are awaiting responses to move forward.

CESS Process Review - Alan Katz will be getting the committee back together to look at an improved approach to the CESS process. They will be looking at ways to change how the process is facilitated as well as what forms and documentation will be used. The need is to have the process repaired and in place by early fall.

Unfinished Business

ID Management - Shawn Ellis reported there is a solid set of uses for phase one of ID management, which are currently being vetted with various user groups.

Document Management and Workflow - Admissions reports it is now nearing the end of the RFP process and the leading vendors appear to be Nolij and Banner. The current plan is to phase in implementation, with campus-wide access a year later. This will automate workflow and end the manual transfer of documents.
Leadership Certification Program - Greg Topp reported there are 14 applicants for the program. Some have been interviewed at this point. Greg will be discussing with Dennis Calbos and Rick Watson a mechanism for managing the process.

**Pending Business**

Titling - It was decided the title of this section would be changed to “Business in Progress”.

Network Support to the Jack - David Matthews-Morgan reported there are three levels of support - Bronze, Silver, and Gold. Charges will vary by level. A complete report is forthcoming.

SSN Replacement - Rehan Khan reported a contract with a vendor is close. This project differs from ID management in that ID management is the creation, maintenance and deletion of IDs. ID management does not remove social security numbers from use. SSN replacement means we will no longer use the SSN as an identifier. ID management, SSN replacement and IMS/IDS Conversion all go hand-in-hand.

**New Business**

Sponsored Lunches - Sprint and CDW-G will be given positive responses to their request for lunch meetings/technical briefings.

Institutional Repositories - Everyone was instructed to contact Brad Hunt if interested in an Institutional Repositories demonstration.

ITMF Presentations - If a member’s unit has a specific project a member would like to report about, please contact Carol Watson or Brad Hunt.

Members were made aware of “Clickers” training. Please contact Sherry Clouser for additional information.

Members were asked to forward to Dr. White comments or suggestions regarding the open Chief Security Officer Position.

**Meeting Adjourned.**