10.11.16 IT Directors Meeting Notes
McKenzie Collaboration Center

Voting Member | Area Represented | Present (Y/N)
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Chris Krabiel (Meeting Facilitator) | Interim CIO/Vice Provost for Information Services | Y
Shandon Bates | Lundquist College of Business | Y
Dennis Bishop | School of Law | N
Jim Bouse | Enrollment Management | Y
Corrie Bozung | School of Journalism and Communication | Y
Sara Brownmiller | UO Libraries | Y
Chris Butler | Athletics | Y
Guy Eckelberger | School of Music and Dance | Y
Garron Hale | College of Arts and Sciences | Y
Mark McCulloch | Business Affairs | Y
Kevin McGlinchey | Campus Operations | Y
Tim Miller | Finance and Administration | Y
Cleven Mmari | Student Life | Y
Charles Powell | Research Office | Y
Gary Sullivan | School of Architecture and Allied Arts | Y
Joe Sventek | Professor, CAS, Computer & Information Science | N
Kevin Williams | University Advancement | Y
Jeff Woodbury | Education | Y
Patrick Chinn, Ex-Officio | Information Services | Y
Noreen Hogan, Ex-Officio | Information Services | Y
Will Laney, Ex-Officio | Information Services | Y
Steve Menken, Ex-Officio | Information Services | Y
Kristin Smith (ex officio, note-taker) | Information Services | Y

Guests: Helen Chu; Miriam Bolton; Baker Tilly Auditors Mike Cullen, Meghan Farrell and Haley Widdowson

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<th>Topic</th>
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<td>Baker Tilly, Mike Cullen</td>
<td>Baker Tilly has been engaged to provide guidance on infrastructure budgeting. They will identify models currently being used by universities of the same size, those identified as peers, and several aspirational peer</td>
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Institutions. UC Santa Barbara, Colorado and U of Virginia (university only, not the health center) were mentioned by name. They will look at what is budgeted centrally vs. in the units. Currently at the UO, we use an older, service center model in which the phones finance the network. BT reports that most schools have moved away from that model to more mature systems.

- Discussed CMET, and the need to budget for a refresh program as one does not currently exist. The current budget model provides money for student staffing for breakfix, classroom maintenance and general AV refresh only.
- Baker Tilly will also be conducting an IT Risk assessment, looking specifically at sensitive data and what security is needed for that data. They will focus on the research areas of the university and health data. A survey will be distributed this week; they will follow up with a draft analysis of their observations. All of the information gathered will go to the Executive Audit Committee for the BOT.
- The next strategic need is storage. Joe Sventek will lead a committee beginning in November to look at this issue.

| Process | • Patrick has drafted an Executive Summary from the 172 feedback comments on the Provost’s website, Jen Perren’s dectcomp message, and a PDF submitted by another group. The summary has gone to the Advisory Group and to the JH IT Group; the Provost will take the report to the President for his ideas, but there is currently no timeline announced for this. IT staff on campus can continue to leave feedback on the Provost’s website regarding the Transform IT project. |
| Scheduling IT Meetings | • In November and December, one-on-one or small group meetings will be held with each identified IT staff member on campus. Staff will meet with the Associate CIO or Library team member whose portfolio most closely matches their job description. These meetings are intended to be conversational in nature. |
| IT Hiring process | • Hiring will continue for IT positions on campus, but in the new My Track system any position with an IT component will be routed through the CIO. We anticipate a 1-3 day turn-around. A message will be sent to all departments with instructions when the new process goes into effect. |
| Enterprise software | • UO spaces, any others? |

- All: Send any questions/suggestions for Baker Tilly to Chris, who will forward them to BT.
- All: Check staff lists to make sure they are complete.
- All: Let Chris know about all enterprise software on campus or
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| • Meetings will increase to 2 hours long. Still need to approve the charter; have looked at 2 policies to date and have put together the first subcommittee. | • A&AA: Having some issues in labs with Windows 10 on iMacs. Working on IT Transition projects.  
• Information Services:  
  o Will: Working to get Secure the Human rolled out, would like to have the Security Awareness policy completed at the same time. Looking for a new security analyst.  
  o Patrick: The licensing agreement with Team Dynamix has been signed, getting close to project launch.  
  o Noreen: The ECMS is in full swing, the test system has been installed. They are getting many requests for potential projects, however there are still many that are already in line. DUO is back with the vendor to finalize the contract. Working with HR on MyTrack implementation and how to streamline affiliations.  
  o Chris: The reorg is in phase 2, paperwork is currently with HR for review. The Helpdesk transition has gone smoothly.  
• Library:  
  o Helen: Have a new contract in place with VeriCite plagiarism checker software. Classroom refresh took place over the summer, the Yamada Language Center moved to McKenzie, the new Science Library and Visualization Lab are open and running.  
  o Sara: Staff and GTFs are working on a demo of the new Allan Price Science Commons & Research Library. Hope to re-open the computer lab in the EMU within 3-4 weeks, but need student employees. Working with the systems group in IS to move their VMs to IS, should be complete within the next month.  
• Student Life: EMU grand opening was last weekend. Looking at new events scheduling software, they have an AP out and are looking at 3 vendors. This is scoped for the EMU only at this point. Continuing the project to get rid of VPN boxes, can then go to VLAN. They need a point of sale solution that includes an inventory system.  
• Athletics: Completed a major upgrade to the switches at press level in Autzen. Nearing completion of the Marcus Mariota center, using Casper for implementation of iPads in the weight rooms. Using EMS Pro for scheduling, not the enterprise version and not for billing. Installed an 84” Surface Hub, and added 40 Terabytes of raw storage until a university-wide solution is found. Upgraded the video | • Chris: Send Pt. of Sale/Inventory solution information to Cleven. |
camera systems to Milestone system. Using a DPS network, there is no outbound access.

- Finance & Administration: The Honors College is in its new Mac Ct. location.
- Research: Working on fall projects.
- Education: Getting new faculty settled into new lab spaces, migrating systems to AH.
- LCB: Moving into the new Portland building, including a new lab in that building. Upgrading labs with iTracking software for research. All printers are online. Moving things to AH.
- Campus Operations: Campus Operations is now CPFM, and includes Campus Planning, Facilities, Design & Construction, Utilities & Energy, and the Office of Sustainability. They have hired a new AVP, have implemented a new enterprise asset management system, and are standing up a new CAD/RMS dispatch for UOPD.
- Business Affairs: Working with new salary software that will make benefits budgeting more predictable. Making changes in the travel office with 2 new software products-working with IS to integrate with Banner. Hired a new training coordinator for Banner, and moving to the Thompson Building in November.
- SOJC: Exploring the idea of an Experiential Hub, which would be a premiere space for experiential opportunities for students, engaging industry partners and a showcase for donors.
- Enrollment Management: On 10/19, Enrollment Mgmt. and Student Services will merge. The goal is to align student centered initiatives into one unit. Units excluded from the merge are the EMU, the Rec Center, Career Center and the Dean of Students Office.
- CAS: Have completed a project proposal application scoring management tool, which provides an intake process for proposals. A Chinese delegation is visiting CAS on 10/28 to look at online education and lab management.
- SOMD: Improving audio recording lab space, to include both digital and analog studios. They are running a Dante System. Construction continues on their building.
- Advancement: Providing support for campus onboarding. Have implemented a new Litmos online system, so that tests for the Foundation’s Advanced Donor System can be taken online rather than in person at the Foundation.