

Information Technology Coordinating Council

March 13, 2015

UMBC Tech Center/IVN

Meeting Minutes

Meeting Called By: Donald Spicer and Suresh Balakrishnan

Minutes By: Leigh Ann Hess

MINUTES

Agenda Item: UMUC – OLA Audit Discussion

Discussion: Peter Young discussed the recently concluded OLA Audit at UMUC. This was the OLA's first audit concerning cloud computing services at a USM institution and, as such, Pete suggested that it is important to clarify the process for future audits. As an outcome of the exit conference, UMUC is providing additional documentation to the OLA auditors as they formulate the final report recommendations.

Action Items	Person(s) Responsible	Due Date
➤ Bring back as an agenda item after the final audit report is issued	Pete Young	When the final audit report is issued

Agenda Item: PeopleSoft Exit Agreement

Discussion: Stan Jakubik was not in attendance at this meeting to speak about the PeopleSoft Exit Agreement. Don spoke to this item. The ITCC members were to go to their perspective institutions and receive feedback on the options. Dave Bobart stated that his institution is willing to explore options. Pete Young was asked to speak about the implementation of Workday at a future ITCC meeting. Stan is going to schedule a meeting inviting smaller schools and have Bob Page from the USM come and speak about aligning business practices and an associated common technology move.

Action Items	Person(s) Responsible	Due Date
➤ Schedule a future meeting regarding Workday for HR and how the process is being handled	All	Late Spring/Early Summer
➤ Timeframe for Kualii update	Eric Denna	Next ITCC meeting

Agenda Item: Review of Legal Requirements for Records Retention

Discussion: Due to time restraints, this topic will be discussed at the next meeting. Jack Suess mentioned that federal and state requirements for records retention, particularly for electronic records, needs to be reviewed and institutional policies and schedules should then be updated, as needed.

Agenda Item: Current Legislation

Discussion: MJ Bishop spoke about current legislation. SB210, which prohibits an educational institution from requiring, requesting, suggesting, or causing a student, an applicant, or a prospective student to grant access to, allow observation of, or disclose information that allows access to or observation of the individual's personal electronic account, was cross filed on the House side. This bill complements the BOR social networking policy. MJ expressed concern of the ITAC that the broad definitions of the bill language may interfere with legitimate academic processes.

SB496, the SARA (State Authorization Reciprocity Agreement) bill, is moving along well. MHEC has given their permission to proceed whether or not Maryland becomes a SARA state. There was a hearing with the House Appropriations to which no questions were asked. This week Senator Pinsky had a question regarding quality control and we are working on clarifying that issue for him.

Agenda Item: E&E 2.0

Discussion: Don Spicer spoke about E&E2.0. This is an initiative that is about continuous improvement not about saving money per se. The Committee has scheduled their first meeting for March 23rd. They are going to try to encourage continuous improvement of campus projects. While it is expected that campus E&E

activities will continue to be encouraged, the goal of the Leadership Group is to identify two to three multi-campus initiatives.

Agenda Item: Procurement Workgroup Update

Discussion: Don Spicer provided a procurement workgroup update. The workgroup is focusing on IT issues and has agreed to meet on a regular basis. The next meeting is scheduled for April 3rd. The procurement officers of the workgroup did not feel that competitive bidding was the problem. They felt that negotiating Terms and Conditions is a major sticking point in procurement. It was also mentioned that standard cloud service contract language would be helpful.

Information Item: Net+ Meeting with Khalil on March 24

The Net+ Meeting with Khalil is scheduled for March 24th at UMBC Tech. Don asked that everyone try and make an effort to attend. Khalil will disclose information that he cannot share in an email.

Information Item: MEEC Member Meeting on April 23

Tamara Petronka announced that the MEEC Member Meeting is scheduled for April 23rd at Martins West. This will be a good opportunity to interact with all vendors. The members range from K-20.

Information Item: Joint Meeting with the Community Colleges on May 8

Suresh Balakrishnan announced that the Joint ITCC Meeting with the community colleges will be held on May 8th. Pete Young stated that he will speak at this meeting regarding Workday and ERP. Suresh will reach out to the community colleges to see if there is any interest in this topic.

Attendees

Suresh Balakrishnan, USM

Guy Jones, MDREN

Don Spicer, USM

Jack Suess, UMBC

Leigh Ann Hess (by IVN), USM

Pete Young, UMUC

Ken Kundell (by phone), UMES

Ahmed El-Haggan (by IVN), CSU

MJ Bishop, USM

Stan Jakubik, UMBC

Peter Murray, UMB

Dave Bobart (by phone), UB

Kurt Florez (by phone), UMCES

Chuck Thomas, USMAI

Eric Denna, UMCP

Tamara Petronka, MEEC

Jeff Schmidt (by phone), TU

Troy Donoway (by IVN), FSU

Wayne Rose (by IVN), BSU

Simeon Ananou (by phone), SU

Carol O'Neill (by phone), UMB