

University of Utah
Information Technology Council
June 14, 2007

THE MINUTES

Attendees (Guests or Representatives):

Cathy Anderson, Kenning Arlitsch, Mark Bergstrom, Paul Brinkman, Norm Chambers, Thomas Cheatham, Dean Church, Tim Ebner, Julio Facelli, Tom Fuller, Carole Gassert, Daniel Gorrell, Demian Hanks, Jake Harms, Julia Harrison, Kay Harward, Steve Hess, Dave Huth, Barb Iannucci, Phil Johnson, Hayl Kephart, Lisa Kuhn, Helen Lacy, Jim Livingston, Trevor Long, Wayne McCormack, Paula Millington, Joyce Mitchell, Tony Murillo, Larry Okun, Brent Park, Wayne Peay, Antonio Serrato, Corey Stokes, Jessica Stokes, Joe Taylor, Kevin Taylor, Chad Thurman, Daniel Trentman, Hang Wong, Jeff West, Chuck Wight, Mark Woodland, Joanne Yaffe

I: Introductions and Welcome – Joyce Mitchell

The council members expressed their thanks and vote of gratitude to Wayne Peay for his years of service to the University community and the IT Council; the Council members wished him well in his retirement activities.

II: Approval of the Minutes

Minutes for the April 12, 2007 ITC meeting was approved with one amendment, Phil Johnson is to be added as a member of the Workflow Committee (Item 9).

III: Instructional Computing Funds FY 2008 – Steve Hess

Council members reviewed the final version of the Instructional Budget for FY 2008 on page number 8. The Council reviewed the budget during the April ITC meeting and members were asked to submit new items and suggestions to Steve Hess or Kevin Taylor, the final budget includes those items. The Committee is scheduled to meet again on June 26th. It is recommended that ITC approve the budget as proposed. Budget was approved.

IV: Distance Education Task Force – Joyce Mitchell

Council members reviewed the Task Force charges on page 9 and suggested that the definitions of the charges be addressed and clarified at the next Task Force meeting. The Distance Learning Task Force is still being formed and has not yet met. It needs to have a letter from Steve Hess appointing the members and giving it the charge that was approved in the June meeting. The Distance Education Task Force will meet to look at the charges they have been given, and will prepare a report and present it at the October 2007 ITC meeting. It is recommended that ITC accept the charter of the Distance Education Task Force as proposed. Proposal was approved.

V: Cyberinfrastructure Council – Wayne Peay

A Cyberinfrastructure Task Force, chaired by Joyce Mitchell and Martin Berzins, was formed to identify the University's research infrastructure. The Task Force reported to ITC during previous meetings on their findings. Following the Task Force investigation a new council was formed to continue their efforts. The Cyberinfrastructure Council will form sub-committees to work on tasks of the charter. The charter can be reviewed on page 10. It is recommended that ITC approve the charter as proposed. The recommendation was approved.

VI: Data Warehouse and Business Intelligence – Jim Livingston

Council members received information on Data Warehouse and Business Intelligence at the February 2007 ITC meeting and it was added to the Campus IT Strategic Plan following that meeting. Data Warehouse and Business Intelligence are used to describe a set of services that make enterprise information more directly accessible to users of information. The UHC ITS department has been running a data warehouse successfully for a number of years and Jim Livingston was asked to provide additional information on the topic for Council members. A set of informational slide were presented and can be viewed on pages 11 through 24. This is an information item. No action is required at this time.

VII: University Web Presence and Communications – Mark Woodland

This topic is a continuation from the April 2007 ITC meeting. Since that meeting University Marketing and Communications and Media Solutions have worked to make the guidelines clearer and options more obvious. Examples of departmental branding developed since the April ITC meeting were presented to Council members and Council members were updated on the University's Web branding initiative focus for consistently-designed web headers and footers. Mark notified ITC members that President Young had agreed to use discretionary funds to hire a Web designer to assist with design costs. Council members discussed recommendations for Web page guidelines from the President's office. Some of the Council members disagreed with the need for the University Branding Policy. This is an informational item. No action is required at this time.

VIII: E-Media Demonstration – Corey Stokes

Corey Stokes presented the information on E-Media that can be streamed from the UEN web site for K-12, Higher Education and the general public. Instructions to log on to UEN to access materials are outlined on pages 30 through 33. iTunesU and other media streaming technologies will be demonstrated at future ITC meeting. This is an informational item. No action is required at this time.

IX: Strategic Planning – Review of FY 2007 and Major Issues Facing IT Leaders – Steve Hess

The FY 2008 Strategic Plan will be discussed by IT Core committee at a planning retreat this summer. Council members are asked to review the critical IT issues list that has been identified by various IT organizations and publications beginning on page 35 under item nine and if contact Steve Hess or Kevin Taylor if there are any issues you would like added to the Strategic Plan. This is an information item. No action is required at this time.

X: Projects Report

Due to time restraints this report will not be addressed at the meeting. Council members are asked to review the information and contact Steve Hess or Kevin Taylor with questions. This is an information item. No action is required at this time.

Meeting Adjourned

The next meeting is scheduled for August 9, 2007
At 12:00 Noon in the Dumke Board Room of the Eccles Broadcast Center