AGIT
Meeting Summary
February 22, 2013
9:00 a.m. – 10:30 a.m.
ADMIN 330

Attendees:

Steve Neiheisel, Enrollment Management
Robert Stone, Department of Accounting
Trina Mahoney, Budget Office
Dan Ewart, ITS
Nancy Krogh, Registrar's Office
Charles Buck, CDA Center for Higher Ed

Not in Attendance: Lynn Baird, Chris Cooney, Hannah Davis

Updates/Information

- Ellucian vendor on campus yesterday
  - Contract related issues to get resolved
    - Addressed the issue of being charged for the portal support after it was turned off.
    - WebTRQer will be able to use credits that had expired
  - Over all Banner renewal in 2014
    - Discussion about future of Banner
    - Need to see which things we want to keep paying for.
  - Revitalization of Banner Discussion
    - Laid out what the project might look like
    - Things we need to think about before
      - Key pain points
      - Prioritization of the pain points
      - A comprehensive list of modifications made to the system
      - Understand all integrations in and out of the system
    - Invited representation from Budget office, HR, Advancement, Registrar's office and ITS.

Projects (new/potential)

- Surveillance Video System
  - Matt Dorschel's Safety and Security Office
  - Looking for a comprehensive institution wide surveillance system
  - Matt has established a group to work on this
    - They have discussed the requirements
    - Concerns about FERPA violations
    - Better to have under an administrative office than academic
    - Currently 300+ cameras on campus controlled by 11 different units
      - Many of those cameras can be reused with a new system
    - Consolidate down into one set of standard practices and controls.
    - ITS has the money to purchase the core for this
    - IP based systems off campus locations can use them also.
    - Matt's shop would be responsible for saying yes or no for requests for additional cameras.
    - His shop would also work with the police if images were needed.
    - System won't be actively monitored
  - Terry Quinn from ITS is working with Matt to fill out the AGIT form then will bring to this group for discussion.

Projects (under investigation) – updates /status

- Structure Solver (free software) – College of Science
  - No update. This has not come thru as a formal request.

- CRM Revitalization - Enrollment Management: Steve
  - Moving forward
  - Need to expand to a university wide system

    - Colleges all run shadow systems tracking recruits
    - Needs to be in appropriate security structure
    - Initiate AGIT form within the next month

- Teamworks – Athletics: Dan
    - Athletics were demoing system using data from a report provided to them for another reason.
        - Had them stop the demo and clean out the data.
    - Trying to track football players the system store information.
        - This includes class schedules, training and practice times, contact information, driver's license information, pictures, medical history, and UI credentials to sync calendars.
    - Steve and Chuck Lanham from ITS are working with Athletics to fill out the AGIT form and move forward.
    - Expect more feedback

- Training System – Student Affairs: Steve
    - Cori met with Nancy and Steve – not directly related to two task forces established.
    - Online training for all incoming students related to safety issues (alcohol, drugs, sexual assault/awareness)
    - How is it tracked?
    - Is it mandatory?
    - Expect more discussion

Approved projects – feedback /monitoring -- DISCUSSION

- Project form
    - Two supplemental forms
        - 5 year cost plan
        - Security form
    - Will identify the two forms as part of the packet.
    - Will include as part of the review process.
- Dan and Steve are planning to meet with the G5 to give a progress report – no date has been set.
- AGIT needs to be prepared when the time comes and a project is turned down for legitimate reasons.
    - Security
    - Costs
    - Prioritization
    - Feedback and Monitoring -- discussed for possible recommendation
        - Quarterly updates during implementation
            - Standard questions
            - Did you implement?
            - Was it successful?
            - If not implemented reach out to offer assistance.
            - Anything you would have done differently?
        - After implementation yearly feedback.

- Studio Abroad office project was started before AGIT finalized the request process – Dan and Nancy will contact the users outside of AGIT to find out their progress and if they need assistance.

Dan – Appreciate everyone in this room has taken on an AGIT project from an ownership perspective. Feedback in emails for approvals has been great. The process seems to be working well.

Spring meeting schedule

- March meeting is scheduled for March 26

Action Items

- Dan and Nancy to contact Study Abroad about project.
- Dan to update process to include the 5 year cost plan and the security form.
- Steve and Dan to present to G5 and give update.

These are summary notes of the general topics discussed and do not reflect all of the details