

**DTAG Monthly Meeting**  
**December 13, 2016**  
**3:00-4:30pm**  
**Union South, Northwood's (3<sup>rd</sup> floor)**

**1. Repair/Approval of Minutes**

- Corrections have been made to the minutes.
- Minutes were approved.

**2. Explanation of yellow cards**

- The cards are to be used to request clarification of jargon, expansion of acronyms, and the like.

**3. IT Infrastructure Representation Results**

- Melanie Schmidt and Bethany Pluymers will represent the business side and Steve Barnet will be the technical representative.

**4. COO Updates/Infrastructure Advisory Group**

- The Infrastructure Advisory Group will meet on Monday, December 19. They will decide what topics the group needs to discuss early in the year. John will post the membership.
- The Data Center RFP response date is December 20, 2016. We have posted our questions. The issue is a large number of researchers are interested in hosting that requires more frequent access. A reasonable driving distance from campus is needed. A recommendation will be made to campus leadership.

**5. RTAG Update**

- RTAG met once in November and will be meeting again on December 20. The risk management policy is a fairly robust discussion. We are creating a taskforce/subcommittee to look at this policy and others that exist. We will also be discussing the positioning of ACI.
- TLTAG- reviewed the risk management policy and set priorities.
- ITSC- reviewed responsibilities and talked about the new positions.

**6. IT Spend Update**

- We will be going through the IT Spend exercise again. The first recommendation was to decide on the definition of IT. Brenda Spychalla and Lisa Jansen have been meeting to flush out a draft definition. When we all come to an agreement, we will kick off IT Spend 2.0.
- Interviews will still be done for the units. When we total all of the cost of the Service Inventory it should be within 10-15% of the IT Spend report.

**7. Service Inventory Follow Up**

- The executive committee discussed creating a subcommittee. The deadline of March 31 was proposed to Mike Lehman. Bruce solicited Melanie Schmidt, Rob Kohlhepp, and Brenda Spychalla to chair this group.
- T&L- Linda Jorn and staff will compile information for campus wide T&L Services. There will be a rep from each school and college at the divisional level. This will be similar for RTAG. The rep from every division will compile the data and RTAG will review the accuracy. We need to watch for duplicated charges.

**8. Future Topic Request**

- This committee can do information asks. Meloney brought up the possibility of DTAG Community conversation with Laurent regarding VOIP payments. The committee voted to have this as a future topic. The motion passed.

**Attendance:**

Meloney Linder  
Eric Giefer  
Nicholas Tincher  
Brenda Spychalla  
Rob Kohlhepp  
Rafi Lazimy  
Melanie Schmidt  
Jason Fishbain  
Bethany Pluymers  
John Krogman  
Jeffrey Shokler  
Bruno Browning  
Alan Ng  
Nick Weaver  
John Hilgers  
Phillip Barak  
Joshua Benish  
Alice Gustafson  
Umberto Tachinardi  
Hope Simon  
Ed Rodriguez  
Angela Seitler  
Bobby Burrow  
Brian Rust  
Melissa Amos-Landgraf  
Andy Taylor

DRAFT