DTAG Monthly Meeting
May 9, 2017
3:00-4:30pm
Union South

1. **Automatic Consent Agenda (Nicholas Tincher)**
   - Minutes were approved.
2. **Charter Update (Eric Giefer)**
   - There was a discrepancy between the charter in box and on the webpage. This has been fixed.
3. **CIO/COO Updates (Michael Lehman & John Krogman)**
   - VOIP, Michael Lehman- Mike met with Laurent and Tim Norris. Expect to pay the same amount next year as you have the last couple of years. There will not be any surprises or overcharges. Individual schools/colleges need to decide if they would like the bill at the department or unit level. Units should not be spending any projected savings. Communications will go out soon. Go to the webpage to view rollout conversations and provide feedback on the FAQ's.
   - IT Executive Board, Michael Lehman- The topic of security is being discussed. Cylance will conduct a non-invasive scan of external views to find out what our security issues might be.
   - Data Center, John Krogman- A small working group was formed out of the Infrastructure Advisory Group. This working group will be making a recommendation to campus leadership on data center options. We need some short-term tactical space for research. We would like to get an idea on cost for rack/space for next year. Networking will be done soon.
   - Recruitment, Michael Lehman- Three candidates have been chosen to interview for the Director of Excellence position. Please attend the presentations if you are available. The cloud strategist search will start soon.
4. **Data Management Proposal (Jason Fishbain)**
   - Two working groups were created to draft and send for approval the data management plan for applicant/student BIO/Demo data. Currently, we do not collect race and ethnicity information consistently and run the risk of being out of federal reporting compliance.
   - We are working with joint admissions council and others to build an implementation plan around supporting the data management plan. There is not a need to collect race/ethnicity separately in students that are employees.
   - Looking for volunteers to help with the planning and implementation. If you have any recommendations or comments, please send them to Jason.
5. **IT Spend FY16 (Nicholas Tincher & Michael Lehman)**
   - The IT Spend report was presented to the group. Mike does not want this document shared out yet. This report is comparable to last year. A fund breakdown was added to this report.
   - There are 31 different units that spend on IT. Are we spending wisely and within the institutional goal? We will continue to track every six months.
6. **Service Inventory Analysis: What happens next?**
   - There was a large amount of data collected. The small working group gave guidance of next steps.
   - How many resources do we need on campus? The first phase will be to categorize and understand. Mike would like this phase done in about a month. This will take 4 fulltime people to step away for their current positions.
   - Think of a person that you think would have knowledge of IT Services. Send recommendations to Michael Lehman.
7. **Call for Vice Chair Nominations**
   - Nicholas Tincher put out a call for Vice Chair nominations. Meloney Linder will become the Past-Chair and Nicholas Tincher will become the Chair.
   - Send nominations to Nick Tincher. The past chairs and current chair have all been in technical roles on campus. It may be worth alternating between members with technical roles and members with business roles each year.

Attendance:

Nicholas Tincher
Rob Kohlhepp
Jason Fishbain
Bethany Pluymers
Eric Giefer
John Krogman
Jeffrey Shokler
Bruno Browning
Anne Gunther
Alan Ng
Joshua Benish
Ed Rodriguez
Alice Gustafson
Angela Seitler
Melissa Amos-Landgraf
Bobby Burrow
J.J. Du Chateau
Brandon Bernier
Lee Konrad
Dundee McNair
Steven Cramer
Michael Lehman
Brenda Spychalla
Phil Hull
Mandi Meier
John Hilgers