Infrastructure Advisory Group
August 21, 2017
Meeting Notes

Members Present — Steve Hahn, Chair, John Krogman, Steve Krogull, Richard Kunert, Dawn McCauley, Dundee McNair, Kristen McRoberts, Jason Pursian, Jeanne Skul, Alan Silver, Bob Turner, and Lyn Van Swol

Others Present — Tamra Dragnon, Rafi Lazimy, Melissa Tran, and Brian Rust

Members Absent — Steve Barnet Kevin Cherek, Katy Duren, and Scott Nolin

July Minutes — Approved

Starfish Connect — *Starfish Connect* has been requested for purchase and implementation as the enterprise replacement for the campus "Scheduling Assistant" system. The scheduling tool is used by students and advisors to arrange academic and career advising appointments. The current system has been used for over a decade and has become unsustainably expensive to support.

Since the review of *Starfish Connect* is not urgent, it was tabled until the September meeting.

Back-Ups — This item will be moved to the September meeting.

Proposed Recommendations — Project Intake, Evaluation and Decision-Making Process — Rafi made a presentation on proposed recommendations to the project intake, evaluation and decision-making process.

A committee has been working to figure out a process and implementation plan for intake, evaluation and decision-making. All IT proposals will use a template for submission and will be scored on a number of factors, then be given a low, medium or high impact rating. The process will be used for consistency, and to minimize duplication.

Low impact proposals will be given a quick turnaround for approval. Medium and high impact proposals will be routed to relevant TAGS for review and recommendations to ITSC.

Once the subgroups evaluate the information, they will provide a recommendation to their whole advisory group. The advisory group will discuss the proposal and either support the recommendation or recommend not to pursue the project. If the proposal needs funding, it will be forwarded to ITS for additional information.

Update: Categorization & Data Re-Organization of Service Inventory Data — Rafi reported that some basic information has been collected on the 1,400 existing services. The next step is for a small committee to work on data reorganization and categorization.

The process of determining the priority of services will be a multi-year, inclusive effort that may change how IT services are delivered on campus.

SIS Optimization Project Update – Steve provided an update on the project.