College of Engineering IT Governance Committee – Meeting Minutes
May 16, 2012
1:00-2:30pm
365 Everitt

Attendees
Andreas Cangellaris (chair), Aaron Darnall, Beth Dennison, Bill Dick, Steve Franke, Ken Gentry, Jay Menacher, Greg Pluta, John Popovics, Rizwan Uddin, John Wierschem (for Brian Thomas), Melissa Walters, Kris Williams, Chuck Thompson (ex officio)

Handouts
- Draft minutes for April 27, 2012 meeting (electronic); “Who Pays? Factors (paper)

1. The minutes for the April 27, 2012 meeting were approved with no changes.

2. Chair Andreas Cangellaris reported on the clarification he received from the College regarding the charge and responsibilities of the Committee. The Committee reports to the Dean of Engineering. The Committee Chair is responsible for updating the Dean regularly on the progress of the Committee’s activities. At the request of the Dean, the Chair may also update the College Administrative and Executive Committees. The Committee is responsible for oversight of the Engineering IT funding model, as presented by the Director of Engineering IT Shared Services. The Committee is to discuss the model and provide feedback, input, and suggested modifications to it.

3. Chuck Thompson presented a list of structural and philosophical factors that have impacted the design of the Engineering IT funding model and decisions on how costs are allocated to units. Discussion issues during the presentation included the ability to use external service providers and the impact of one unit’s decisions on other units cost of services.

4. The billing cycle was discussed. Research groups contracting for services will be billed at least quarterly due to grant accounting rules. Beginning with FY2013, units will receive their annual statement of charges at the beginning of the fiscal year but actual collection of funds will be done towards the end of the fiscal year.

5. The Committee discussed the key issues concerning the funding of application development and maintenance. Discussion issues included: prioritization of work; usage metrics; promotion of ideas from one unit to all College units; promotion of applications from unit-specific to college-wide; Administrative subcommittee potential role in oversight of application development. It was noted that most of these issues apply to all services and not just application development.

6. The Committee briefly discussed key issues concerning the funding of web development and maintenance. Discussion issues included: similarities and differences to application development; unit head triggers for site redevelopment; use of external service providers for design work; connections to College Communications efforts and committees.

7. Chair Andreas Cangellaris and Chuck Thompson will meet with the three subcommittee chairs during the week of May 28. The next full Committee meeting will be scheduled during the week of June 11.