IT Governance Committee

Kick-off meeting

Martin A. Schmidt
Marilyn T. Smith
M. Frans Kaashoek
Kick-off Meeting Agenda

• Charge from Provost and EVP
• Review membership, roles & responsibilities and logistics
• Highlights of new IS&T organization
• Review FY2011 IS&T budget and plans
• Information Technology Governance Committee draft Plan for FY2011
• Review draft Committee Charters (SSSC, ASPCC, MITCET)
• Discussion of faculty involvement
• Next meeting
Charge from Provost and EVP

• Ensure development and maintenance of a 3 year strategic IS&T plan for an IT environment in support of the vision and mission of MIT.

• Ensure the proper sharing of responsibility and setting the priorities for IS&T investments and the deployment of resources by reviewing and making decisions on IS&T projects. Ensure proper sponsorship for IS&T projects.

• Guide, direct and approve the establishment and implementation of policies, guidelines and standards pertaining to use of IT within MIT.

• Identify and charge sub-committees or working groups as appropriate to complete the committee charge and provide funding and review of progress as needed.

• Advise EVP and Provost on IT matters at MIT.
Membership* of ITGC

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-Chair</td>
<td>Martin A. Schmidt</td>
<td>Professor Electrical Engineering-Computer Science and Associate Provost</td>
</tr>
<tr>
<td>Co-Chair</td>
<td>Marilyn T. Smith</td>
<td>Head of Information Service and Technology</td>
</tr>
<tr>
<td>Technology domain expert</td>
<td>M. Frans Kaashoek</td>
<td>Professor and Associate Director of CSAIL</td>
</tr>
<tr>
<td>Research representative</td>
<td>Claude R. Canizares</td>
<td>Vice President for Research and Associate Provost</td>
</tr>
<tr>
<td>IT representative (non-IS&amp;T)</td>
<td>Armand Doucette</td>
<td>Executive Director of Information Technology at Sloan School of Management</td>
</tr>
<tr>
<td>Education representative</td>
<td>Daniel E. Hastings</td>
<td>Dean for Undergraduate Education</td>
</tr>
<tr>
<td>Administration representative</td>
<td>Israel Ruiz</td>
<td>Vice President for Finance</td>
</tr>
</tbody>
</table>

* Rolling two year member appointments
Roles and Responsibilities

• Participate in meetings in person (no representatives)

• Review pre-reading materials prior to the meeting

• Represent own area and do what’s right for MIT

• Speak with one voice once a decision is made by ITGC

• Receive general opinions and feedback from own constituents regarding the decisions made
Logistics

Decisions
- Requested
- Problem Statement
- Recommendations
- Supporting data
- Timeline/budget
- Milestones/thresholds

Review by ITGC
- (possible)
- Clarifying questions
- Decisions
  - GO
  - NO-GO
  - Re-Direct

Decision communication
- Clear decisions
- One voice
- One message
- Next review direction

Decisions by consensus
Highlights of new IS&T organization

Customer Support

Administrative Systems | Education Systems

Systems Engineering

Data Management

Operations and Infrastructure

HR
Finance
Communication
Admin Support
Governance
Process improvement
Review FY2011 IS&T budget and plans

- Department Budget
- Software Development Budget
  - Use of roadmaps for decision making
  - What are the key decisions to be made for FY2012?
    - Software development budget
    - Prioritization across areas (Education, Administration, Research)
    - Key project related issues and decisions
    - Other…
# Review FY2011 IS&T budget and plans

## IS&T Budget and Headcount History

<table>
<thead>
<tr>
<th>(in Millions)</th>
<th>Gross Expense</th>
<th>Software Dev</th>
<th>Total Budget</th>
<th>Staff (HC)</th>
<th>Est. # of Contractors</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY09</td>
<td>$54.2</td>
<td>$10.0</td>
<td>$64.2</td>
<td>331</td>
<td>50</td>
</tr>
<tr>
<td>FY10</td>
<td>$50.0</td>
<td>$9.5</td>
<td>$59.5</td>
<td>308</td>
<td>30</td>
</tr>
<tr>
<td>FY11</td>
<td>$46.4</td>
<td>$9.5</td>
<td>$55.9</td>
<td>272</td>
<td>28</td>
</tr>
</tbody>
</table>

## FY’11 IS&T Software Development Funding

<table>
<thead>
<tr>
<th>Proposed Allocation</th>
<th>Educational Systems</th>
<th>Administrative Systems</th>
<th>Other</th>
<th>Investment Capital</th>
<th>Total IS&amp;T Annual Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$4.0 M</td>
<td>$2.0 M</td>
<td>$2.5 M</td>
<td>$1.0 M</td>
<td>$9.5 M</td>
</tr>
</tbody>
</table>

- **Educational Systems**
  - Online Subject Evaluation/ Who Is Teaching What
  - Online Grading
  - Scheduling Replacement Analysis
  - Online Registration

- **Administrative Systems**
  - Appointment Process Redesign
  - Enterprise Learning
  - Organizational Relationships
  - Electronic W2

- **Other**
  - Reporting and Forecasting Tool
  - Data Warehouse Reporting Tool
  - MIT Mobility
  - Kerberos Consortium
  - Next Generation Learning Management System

- **Investment Capital**

## IS&T Software Development Funding Carry forward

<table>
<thead>
<tr>
<th>Total Available Software Development Funding</th>
<th>$4.9 M</th>
</tr>
</thead>
</table>

**Total** $14.4 M
Financial Review: 2011 Planned Capital spending for the TNSC and OIS

- **August meeting (kick-off): 8/31 Tuesday 3:00 – 5:00pm 3-211**
  - Review of membership, roles & responsibilities and logistics
  - Financials: FY2011 IS&T Budget including $9.5M Software Capital Allocation
  - Discuss draft Committee Charters
    - ASPCC
    - MITCET
    - SSSC
    - Research computing
  - Discuss faculty involvement

- **September meeting: 9/29 Wednesday 9:30 – 11:00am 4-202**
  - Review IS&T FY2011 IS&T Operational Plan
  - Review draft 5 year roadmap and 2011 plan for SSSC
  - Approve Committee Charters

- **October meeting: 11/1 Monday 9:30 – 11am 4-202**
  - Review draft 5 year roadmap and 2011 plan for ASPCC
  - Review draft 2011 plan for MITCET

- **November meeting: 11/29 Monday 9:30 – 11am room TBD**
  - Review draft 5 year roadmap and 2011 Operations & Infrastructure plan
  - Review mobile directions
• December meeting: TBD

• January meeting: 1/7 Friday 1 – 2:30pm 4-202
  – Review YTD spending of IS&T
  – Review Data Security and Privacy

• February meeting: 2/7 Monday 3:30 – 5pm 4-202
  – Review progress on key IT Task Force initiatives

• March meeting (invite EVP & Provost?): 3/7 Monday 3:30 – 5pm 4-202
  – Review progress on Research Computing
  – Review progress on ASPCC roadmap

• April meeting (invite EVP & Provost?): 4/11 Monday 3:30 – 5pm 4-202
  – Review progress on MITCET plan
  – Review progress on SSSC roadmap

• May meeting: 5/11 Wednesday 3:30 – 5pm 4-202
  – Review IS&T FY2012 Operational plan
  – Review the year… and plan agenda for the next year
IT Governance: Committee Charters

Periodic review (quarterly)
Event-based reporting

MIT's Council on Educational Technologies (MITCET)
Student Systems Steering Committee (SSSC)
Administrative Systems and Policies Coordinating Council (ASPCC)

Research
- Research Computing IT
  - Working Group

Academics
- MIT’s Council on Educational Technologies (MITCET)
  - Academic Computing CoORDination (ACCORD)
  - Working Group
- Student Systems Steering Committee (SSSC)
  - Working Group

Administration
- Administrative Systems and Policies Coordinating Council (ASPCC)
  - Working Group

IT Leaders
IS&T Student Technology Advisory Board (ISTAB)

Information Technology Governance Committee (ITGC)
Build vs. Buy
Infrastructure
Architecture
Etc.

Periodic update (annual)
Event-based reporting

Charge
direction
Funding

Provost
EVP

Massachusetts Institute of Technology
12
8/31/2010
Faculty Involvement

• Faculty concerns
  – Input to governance decisions
  – Lack of IT-SPARCC as a vehicle for discussion

• Potential solution
  – Ad-hoc meetings to discuss technology plans and issues
  – Topics ?
  – Participation ?

• Open Discussion
Next meeting

- September meeting: 9/29 Wednesday 9:30 – 11:00am 4-202
  - Review IS&T FY2011 IS&T Operational Plan
  - Review draft 5 year roadmap and 2011 plan for SSSC
  - Approve Committee Charters