IT Governance Committee Meeting – DRAFT of Minutes
November 1, 2010  9:30-11:00am

Attendees:
  • Martin Schmidt
  • Marilyn Smith
  • M. Frans Kaashoek
  • Armand Doucette
  • Dan Hastings
  • Israel Ruiz
  • David Segaloff

Not attending:
  • Claude Canizares

Guests:
  • Hal Abelson - Class of 1922 Professor of Computer Science and Engineering, EECS
  • Deb Leitch - Senior Director, Special Projects, Office of the EVP & Treasurer
  • Scott Thorne - Manager, IS&T Data Administration & Warehousing
  • Mary Weisse - Associate Director, IS&T Data Management

Agenda
  • Review and Approve the Data Administration Roadmap
    Mary Weisse, Scott Thorne & Deb Leitch (30 minutes)
  • Review and Approve Plan for MITCET
    Dan Hastings & Hal Abelson (30 minutes)
  • Discussion (30 minutes)

Highlights of the discussion:

Data Administration Roadmap
  o The DRAFT Data Administration Roadmap focused on addressing and implementing defined principles and acquisition and implementation of a new reporting tool suite.
  o The members of the IT Governance committee requested more specific information around pain points, action steps, specific pilot projects and activities of other universities.
  o The IT Governance committee did not approve the Data Administration Roadmap at this time

  o Next Steps/Action Items:
    ▪ Research best practices:
      • Work done by Rensselaer Polytechnic Institute (RPI) on http://www.data.gov  [Mary Wiesse & Scott Thorne]
- Marilyn to inquire with the IVY+ to see what they are doing
- Talk with Armand Doucette regarding Sloan's activities [Mary Wiesse & Scott Thorne]
  - Interview various members of the community (all levels – department heads, assistant deans, administrators, etc) to document their data pain points [Mary Wiesse & Scott Thorne]
  - Identify 1 or 2 pain points to work through, how we plan to work through these pain points and what improvements we expect to see in the final product [Mary Wiesse & Scott Thorne]
  - IT Governance committee asked that the Data Administration Roadmap be reviewed again at the 11/29 IT Governance committee meeting

MITCET Plan
- The committee reviewed the new charter and plan for MITCET as prepared and presented by Dan Hastings and Hal Abelson at the Provost’s request.
- Rafael Reif requested the charter for MITCET be rewritten to:
  - Be more strategic
  - Advise the institute on how to focus on educational technology
  - Include the development of a plan on how to integrate online educational tools
  - Utilize experimentation to determine sustainability
  - Identify where technology can be used to remove obstacles
- The committee has been asked to:
  - Engage the faculty to discuss what could be done differently
  - Solicit other institutions to see what they are doing in this area
  - Develop 6 or 7 general directions by December
  - Work on one or two ideas over the next semester
  - Do some experimenting
  - Conduct some pilots by the fall of 2011
- Armand Doucette requested some suggestions from the committee
  - Sloan launched an Executive MBA program with all classes captured on video and streamed online and have created virtual study rooms
  - They don’t have an ability to monitor and assess the value of the virtual study rooms, nor identify how well they are utilized
  - Given the investment in the infrastructure, they want to know how to maximize it’s use
- MITCET does not have funding for on-going experimentation, however they were given an innovation fund of $200,000 for fiscal year 2011.
  - Questions to be answered:
    - How do you keep track of who is doing what experimentation?
    - How do we assess the success of experimentation?
- Other MITCET activities for the year
Learning Management Systems - study results reviewed; experiment with Stellar platform replacement planned for fiscal year 2011

MITCET has asked IS&T to do two Athena Spaces studies this academic year
  - Short term study of the Athena clusters - completed, reviewed with MITCET, approved and recommendations being implemented
  - Longer term study of Athena - charge being prepared (by Oliver Thomas and Vijay Kumar) for MITCET’s review
    - Need to start understanding space implications – what kind of spaces need to be created; how does the space inventory grow or evolve; should CRSP need to pilot spaces?

MITCET Plan Approved

Next meeting:
  - Discussed potential topics for the next IT Governance committee meeting, November 29th, 9:30 to 11:00am, NE49-2 Bermuda Conference Room
    - Review updated Data Administration Roadmap
    - Review mobile directions

Summary of Action Items:
  - Data Administration Roadmap
    - Research best practices:
      - Marilyn to inquire with the IVY+ to see what they are doing
      - Talk with Armand Doucette regarding Sloan’s activities [Mary Wiesse & Scott Thorne]
    - Interview various members of the community (all levels – department heads, assistant deans, administrators, etc) to document their data pain points [Mary Wiesse & Scott Thorne]
    - Identify 1 or 2 pain points to work through, identify how we work through these pain points and what improvements we expect to see in the final product [Mary Wiesse & Scott Thorne]
    - IT Governance committee asked that the Data Administration Roadmap be reviewed again at the 11/29 IT Governance committee meeting
  - Draft a note to Terry and Rafael re: activities of IT Governance committee through November 1, 2010 [Marilyn Smith]