IT Governance Committee Meeting – DRAFT of Minutes
November 29, 2010  9:30-11:00am
NE49-2 Bermuda Conference room

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

Agenda
1. IS&T FY’11 Forecast – Marilyn Smith
2. IS&T FY’11 Software Development: Approval for Additional Funding
4. Research Computing Committee – Claude Canizares
5. Next 2 meetings
   ▪ Friday January 21st 3:00 – 4:30pm, in 4-202
     o Revisit & Approve Data Administration Roadmap
     o Review & Approve Mobile Computing Roadmap
   ▪ Tuesday February 15th 3:00 – 4:30pm in 4-202
     o Review & Approve Infrastructure Roadmap – Information Security
     o Review & Approve ASPCC Roadmap – several tracks

Decisions
▪ Approved the allocation of $1.7M in additional Software Development funding to
  cover the forecast variance and additional projects
  o $1.5M Administrative Systems projects
  o $0.2M Mobility and Quality Assurance projects

Next Steps/Action Items:
▪ Specify what portion of the $1.7M in additional Software Development funding will
  come from Carry Forward Reserve vs Hold Back after Q2 FY11 financial closing –
  target completion Feb. 2011
▪ Develop guidelines for the allocation of the $9.5 m Software Development Budget
  for FY2012 – target completion Mar. 2011
▪ Marilyn to have someone contact Armand to discuss the vendors that we have
  strategic partnerships with to see if Sloan might be able to take advantage of our
  relationships with these firms
▪ Israel to send a proposal for the allocation of Digital MIT additional funding for the
  Governance Committee to discuss; each member of the committee to bring a
  suggested project to the next meeting
Each member of the IT Governance committee to identify a list of questions that they would like the Research Computing Committee address as part of their charter

**Discussion Highlights**

- Reviewed the IS&T Q1 FY’11 forecast
- Discussed the strategic partnerships IS&T has with contracting firms for variable staffing to increase IS&T capacity
- IS&T plans to address and assess maintenance and enhancements in FY’11 Goal is to automate maintenance as much as possible to free up resources for development and to report on enhancements to SSSC and ASPCC
- Update on High Performance Computing Center
  - Design for construction is underway
- Working on the establishment of a Research Computing Committee
  - Identifying chair person and committee members
  - Targeting to have committee in place by end of year
- Next 2 meetings
  - Friday January 21st 3:00 – 4:30pm, in 4-202
    - Revisit & Approve Data Administration Roadmap
    - Review & Approve Mobile Computing Roadmap
  - Tuesday February 15th 3:00 – 4:30pm in 4-202
    - Review & Approve Infrastructure Roadmap – Information Security
    - Review & Approve ASPCC Roadmap – several tracks