Administrative IT Governance Committee Minutes  
July 14, 2016

Members:
M. Tramonte (Finance) X  
R. Miller (IT) X  
E. Fernette (HR) X  
C. Wooldridge (IT) X  
O. Mikhail (Strategic Planning)  
K. Dillon (COO)  
C. Figari (Aux. Ent.)  
W. Stewart (Facilities) X  
A. Casas (UTP)  
S. Glazier (HCPC)  
K. Kaplan (Public Affairs)  
R. Emery (Safety)  
E. Solberg (Research) X  
R. Gerwitz (UT Police)  
R. Bien for SON X  
N. McNiel (MS) X  
D. Ryan (SPH) X  
J. Morrow (SOD) X  
M. Valladolid for P. Bruesch X  
(GSBS)  
R. Bien (SBMI) X

Guests: Krishna Sankhavaram

1. SPH Faculty Information Repository (FIR) Demo and Discussion (Deb Ryan & Krishna Sankhavaram)

Deb Ryan discussed the origins of the FIR and how it is used at the SPH. (see attached PowerPoint) She then demonstrated the system itself. The FIR uses information from Campus Solutions and other central systems to avoid duplicate entry and data integrity problems. The School of Nursing has contributed staff to the SPH programming team and will be supported on the FIR. The other schools expressed interest but noted that there would be differences that would need to be accommodated.

Items of note:

- The basic functions of the system include:
  - Interface with HCM, FMS and Campus Solutions to provide faculty demographic and productivity information
  - Automates annual reviews, promotion and tenure reviews and collection of information
  - Provides data for faculty incentive plan
Future enhancements mentioned include:
- Extracting grant information from SPAR
- Extracting space information from the Facilities Space Database.

2. Updates on what is coming up for our administrative systems in the near term (Connie Wooldridge)

See attached document.

3. Other Upcoming Projects:
   a. Academic Subcommittee of the ITGC
      Eric Solberg and Rick Miller will be setting up an Academic Subcommittee of the ITGC in the next few weeks. It will be similarly structured as this subcommittee but will focus on academic issues like the FIR which was discussed today.
   b. Printer Management
      The managed print program is moving forward. The order for printers for the SON, SOD and administration has been placed. The chargeback program has not yet been finalized. Each area will pay for their equipment and toner costs.
   c. Windows 10
      100+ of the 200+ desktop applications in use at UTHealth have been tested. Some areas have rolled out a few Windows 10 PC’s.
   d. Tableau & Data Governance
      Clinical Technology purchased a license for the campus. Initial focus is on the metrics required to measure clinical billing success factors. The Steering Team for this project is also engaged in developing policy on data governance for the university.
   e. LERR request for Interactive Classroom Telepresence
      The highest ranked IT request for LERR funds for FY 2017 was for upgrade of our current campus televideo capabilities. The request was for $900,000 with the remainder coming from UTHealth. Krishna Sanhavaram is working with the various schools to develop a plan and budget. We will know whether we received the requested funding sometime in August.

4. Future topics (Are there others? Which are of the most interest?)
   - Data Governance
   - Forms capability being developed at the SPH
   - Status of Ad Astra scheduling system
   - Changes in accounting guidelines for leased property like PC’s
   - Interest in building access systems which has been discussed by UT Police
   - IT capital budgeting and maintenance budgeting for the campus
   - Alertus
If you think of topics of interest, please send me an e-mail and I will add it to the list. We will solicit your feedback on topics prior to the meetings.

5. Next Meetings:
   - October 13, 2016