

Information Technology Council Steering Committee

Information Technology Council Steering Committee Minutes Summary		
Date: October 18, 2021	Time: 2:00pm-3:00pm	Location: Virtual - Zoom
Type of Meeting: (Face to face, phone) Virtual	Duration: 60 minutes	Please Read: Minutes from 09/20 Meeting Minutes from 09/20 Meeting (S) Please Bring: n/a

List of Invitees: Derek Richardson (Chair), Jeffrey Hollingsworth, Marcio Oliveira, Axel Persaud, Gerry Sneeringer, Joseph Gridley, Philip Piety, Yifei Mo, Mary Shelley, Julie Wright, Jim Zahniser, Jack Blanchard, David Dahl, Peter Keleher, Lisa Petersen, Jonathan Resop, Hallie Oines; Eunha Yim; Melissa Dressler

Topic / Agenda Item	Description	Lead, if relevant
Welcome, Introductions and Approval of minutes	Welcome and introductions. New student representatives are joining us. Meeting minutes were reviewed for a vote to approve. A motion to approve the minutes was given and seconded. No objections, no abstentions. Minutes approved.	Derek Richardson
Updates from Working Group Chairs	<p>ASWG - did not meet in the month of September. Next meeting is in October.</p> <p>IWG - No meeting was held with the group. Discussions between the working group chair and ex-officio have been ongoing.</p> <p>SWG - Met in September to get organized for what will be tackled during this semester. The group is working on a communication strategy with a slide deck that could be used to generate a greater understanding of governance and how the process works, along with the standards that are applicable in the day to day functions of the different units and colleges. An opportunity to talk about the work of the IT Council is a great idea. Any thoughts or suggestions are welcome. Would appreciate information about how to reach the appropriate groups.</p> <p>It was suggested that the ATI Insider could be a good way to reach a variety of groups. The iSchool could be a good place to begin as they have a robust communications strategy.</p> <p>It is true that there is a large volume of email received by each member of the faculty and staff and many admittedly do not read all of them. Maybe a communications project in the iSchool could be a way to develop a concept for the group.</p>	Derek Richardson

Information Technology Council Steering Committee

	<p>It was noted that the group could target UTCC initially and then work to identify different audiences from that work. The CBO group could be a secondary method for outreach. There is also a presence on the IT.UMD site with the governance groups and meeting minutes posted.</p> <p>The task of developing a communications strategy and the slide deck for distribution was assigned to the SWG. Asked that everyone think about options for groups to communicate.</p> <p>Privacy Policy update - completed first informational presentation at the Senate meeting following about 6 months worth of socialization. Senate Chair had a lot of interest in different aspects, specifically around the statements regarding a reasonable expectation of privacy. The response from the Chair was that this makes it a meaningless expectation, so we are trying to balance several groups of advice. The policy sits as close to between the two polar opposing groups as we feel possible. This will be voted on during the SWG group meeting, then brought to the IT Council for a final vote.</p> <p>LTWG - Held a meeting in September and spent a lot of time discussing communication. Discussed that with learning technologies there is a lot of information that is distributed that is relative to the performance of various functions within the campus and the LMS system. Will continue to work on enhancing the membership.</p> <p>RTWG - Did not have a meeting during the month of September. There is a new Chair for this group. Next meeting is scheduled for late October. Will be working on the new HPC asset as well as the research 3 year plan.</p> <p>HPC racks and servers have arrived in Virginia, but we are still waiting on a trickle of parts thanks to the supply chain disruptions. This is a water cooled machine that makes for interesting cooling configurations. A committee was tasked with the long term cost usage of the HPC asset and determined that it is generally ad hoc in many cases. There are different levels of maturity when it comes to charging for HPC work. There tend to be lots of subsidies to make it affordable for the research community. When asked about using on prem versus cloud configurations for the HPC needs, almost no one is using cloud for HPC as it is cost prohibitive, but this is a moving target.</p>	
3rd Party Review Update	<p>This group is looking at the development of a process for how software is acquired. Added 2 new members over the summer - Procurement and ADA Coordinator. Our first meeting of the semester included a new tool that is going to be implemented on campus called OneTrust which will help define and streamline the process. Vendor portion allows streamlining of security evaluations with a database of over 70,000 vendors who have submitted at least some kind of information. This allows us to develop our own questionnaires. The group is working on</p>	Jim Zahniser

Information Technology Council Steering Committee

	<p>what the process is, as well as an FAQ. The group has discussed this with OGC. Campus just released an announcement relating to the delegated signature authority that specifies no click through agreements are allowed. This is in direct conflict with the work we are doing so this group is going to finalize the work and submit it, and let those in senior campus leadership sort it out. The only exception currently is for trial use. We will also want to provide a clear way to see how the tool review is moving through the approval process. From a timeline perspective, we are hoping to wrap up the two documents over the next two meetings and then begin socializing at that point.</p> <p>This could be a good candidate for the work being done with the SWG relating to communication. This will be especially painful because no one is going to like it. Many on the committee are stakeholders. The group hopes to be able to provide a catalog that the campus can use to view tools that have already been approved and are in use on the campus. Getting more people to use a specific software allows for volume discounts during contract negotiations.</p> <p>How does this relate to TerpWare? Most of the TerpWare offerings are free to the user, some have a nominal fee. TerpWare tends to hold operational software that is available to everyone at the university. The 3rd party review process is evaluating those requests made by a variety of campus constituents for a new service or software. Free software tends to be more of a problem than those that we purchase.</p> <p>There is a secondary process for LMS integrations that involves a different group. We are hoping to be able to integrate those processes into the overall 3rd party review process. If the security review is not successful, there is no need to continue with the accessibility and FERPA reviews.</p> <p>No other questions were posed relating to the 3rd party review process. Jeff noted that this is a very difficult process and thanked Jim for his work.</p>	
Other Topics	<p>New Business: It was noted that we had a meeting last month with an action item that needs to be assigned. Some steps have been taken on this item and the intent is that Globus will be available when Zaratan comes online. There are still some questions that need to be resolved.</p>	
Adjourn	<p>Meeting adjourned at 2:50pm.</p>	

Information Technology Council Steering Committee

Action Items (rolling list, update each meeting)				
Action Item	Status	Notes	Due Date / Revised Date	Lead/Assigned To
Add investigation of appropriate technology to provide secure high speed transmission of HPC related files.		Added 09/20		Jeff Hollingsworth

Attachments/Notes: