BOR INFORMATION TECHNOLOGY SPECIAL COMMITTEE

Tuesday, May 13, 2014, 1:00 p.m.
Three Rivers Community College
574 New London Turnpike, Norwich, CT
Room C207

MINUTES

COMMITTEE MEMBERS PRESENT
Nick Donofrio, Chair
Matt Fleury
JoAnn Price

BOR STAFF
Joe Tolisano, CIO, BOR
Karen Stone, Director of Internal Audit
Remi Onopa, Internal Auditor, IT
Liz Caswell, Chief of Staff
Victoria Lee Thomas, ITS Support

UNIVERSITY AND COLLEGE REPRESENTATIVES
George Claffey, CIO, COSC
Joe Danajovits, IT Director, NWCC *(WebEx)*
Tom DeChiaro, CIO, WCSU
James Estrada, CIO, CCSU
Roger Ferraro, IT Director, CCC *(WebEx)*
Stephen Goetchius, IT Director, TRCC
Barry Grant, IT Director, MCC *(WebEx)*
Lynn Gregor, IT Director, ACC *(WebEx)*
Conal Larkin, IT Director, NVCC
Paul Martland, IT Director, QVCC
Stephen Nelson, Interim CIO, ECSU
Larry Salay, IT Director, GWCC *(WebEx)*
Annie Scott, IT Director, MXCC *(WebEx)*
Robert Wahl, IT Director, TXCC

GUESTS
Chang Xu
Nithya Vaduganathan

CALL TO ORDER, DECLARATION OF QUORUM
With a quorum present, Chairman Donofrio called the meeting to order at 1:15 p.m.

1.   Chairman's Opening Remarks
Chairman Donofrio welcomed the group.

2.   Approval of April 17, 2014 Meeting Minutes
The minutes of the April 17, 2014 meeting were unanimously approved as written on a motion by Regent Price and seconded by Regent Fleury.

3. BOR CIO Report:

   a) Transform 2020 - Boston Consulting Group

   ▸ Two IT Initiatives:
   - IT Systems and Infrastructure Assessment (Bond)
   - IT Organizational Structure for Future State (COE/Cloud)

   ▸ Multi-year plan to unite 17constitutent units as one interdependent system.
   ▸ Increase accessibility and affordability to position CSCU as the state system for higher education.
   ▸ Position CSCU to serve as a major economic engine for Connecticut.
   - Establish Program Management Office to roadmap implementation plan for Transform 2020.
   - Develop a plan to engage key stakeholders, particularly faculty in plan development.
   - Detailed roadmap of the current state, define options and decisions for future state.

   ▸ IT Assessment – 13 Projects:
   - Campus Networks (Voice/Data)
   - WAN Enhancement and Upgrade (CCC/CSU/System)
   - DR – Leverage new WAN for Redundancy and DR
   - Establish New (Single) Financial Chart of Accounts
   - Established a Redundant CCC Banner Data Center
   - Establish ERP in Cloud at end of contract through RFP
   - Complete enhancement of Smart Institutions
   - Automate Single Admissions and Financial Aid Process
   - Cross Institution Registration 1% of students
   - Federated Student ID
   - Migrate to Virtual Desktop
   - Combined Library Database
   - Layered 24 Hour Technical Support for Strategic Infrastructure

   b) CSU Wireless Project Update

Tolisano reported Central, Eastern and Southern are on target. Western is modifying their design.

   c) CCC Network Project Update

The project is on hold. Target off on timeline and budget. Tolisano will have a meeting later this month for the status.

   d) CSU Convergence Project Update

This project will be funded through Transform 2020, and CSU 2020. DeChiaro will meet with Cisco this week to validate design and engineering development support.

   e) Connecticut Education Network - BOR WAN - Disaster Recovery

   ▸ Review requirements to upgrade CEN/WAN to 10GB.
   ▸ Impact of Smart Classrooms and Video Conferencing on CEN/WAN.
   ▸ Provide initial redundancy – DR Support to Institutions while WAN is being reviewed.
   ▸ Comparison of WAN and CEN cost models.
   ▸ CEN's role in Federated ID and Internet 2.

   f) Smart Classroom Initiative Update

The project status is on task; the core team meeting was on April 29th and they developed the scope and Process. The committee will meet on 5/20 to charge and develop sub-committees to push requirements spec development. Claffey added that the next step will be to survey the faculty, staff and students.

g) *Security Update*
- ▸ Information Security Policy:
  - ▪ Draft submitted to CCC IT Directors and CIOs for Review.
  - ▪ Tentative Review by IT Steering Committee in June 2014.
  - ▪ Review by Investment Review in July and BOR to Follow.
- ▸ Firewall Audit:
  - ▪ Draft Controls approximately 70% complete.
  - ▪ Deadline for completion May 31, 2014.

h) *IT Governance Briefed to BOR Executive Staff and BOR May 2014*
Tolisano reported that the IT Governance Model was presented to the full board at their meeting earlier today. Chairman Donofrio commented that Tolisano, the CIOs and IT directors are doing a great job.

4. Open Comments/Questions
Regent Price informed the committee she met with Tolisano and he's very discipline and dedicated to the cause. She was very impressed with Tolisano and she appreciated the meeting, it was very productive; all of her questions were answered and she looks forward to seeing great things from IT led by Tolisano.

5. Chairman's Closing Remarks
Chairman Donofrio announced that the special committee of the board was formed to serve a specific purpose. Now that the charge has been met and an IT governing committee has been established Chairman Donofrio will decide if and when the committee will be dissolved. Chairman Donofrio also stated that Tolisano can request a meeting with him and Regents Price and Fleury at his discretion. Regent Price agreed and stated she would like to see consultants study once it's complete.

Chairman Donofrio also suggested inviting student and faculty advisory committees to at least one of the joint meetings per semester with the CIOs and IT Directors and Deans. An invitation will be extended to these groups for the October 2014 joint meeting.

6. Adjournment
Chairman Donofrio adjourned the meeting at 2:30pm.