

**IT Guidance Committee Meeting Agenda
September 18-19, 2006
Waterfront Plaza Hotel, Jack London Square, Oakland**

Link to the logistical information:

http://www.universityofcalifornia.edu/itgc/meetings/0906mtg_logistics.html

Desired outcomes for ITGC members and Work Group Chairs/Consultants

- Up-to-speed on highlights of campus visits and themes
- Understand issues being explored by ITGC Work Groups and provide input/guidance to Work Group Chairs and Consultants
- Generate initial criteria for prioritizing recommendations

September 18 (6:00-8:30 pm)

Waterfront Plaza Hotel, Compass Room

4:00-6:00 pm Check in at Waterfront Plaza Hotel

6:00 pm Dinner with Provost Hume

7:00 pm Evening discussion

- Welcome
- ITGC progress-to-date
- Highlights of campus visits and emerging themes
- Engaging other UC stakeholders (e.g. medical centers)

8:30 pm Close

September 19 (8:15 am – 4:00 pm)

Waterfront Plaza Hotel, Regatta I Room

7:45 am Continental breakfast

8:15 am Review agenda and objectives for the day

8:30 am Work Group discussions (*please refer to “focus” section on next page*)

- Instructional Technology
- IT in the Student Experience

9:15 am

10:00 am Break

10:15 am - High Performance Research Computing

11:00 am - Advanced Networking Services

11:45 am - Common IT Architectures

(including UC HR Information systems requirements)

12:30 pm Lunch

1:30pm - Digital Stewardship

2:15pm Identify themes/ big ideas emerging across Work Groups

2:45pm Brainstorm draft criteria for prioritizing recommendations

3:30 pm Timeline review/ next steps / critical success factors

4:00 pm Close

Overview of Meeting Pework for IT Guidance Committee Members, Work Group Chairs and Consultants

- Each Work Group will generate a 2-3 page overview that will be circulated to all ITGC members, Work Group Chairs and Consultants **one week prior to the September 18/19 meeting**. (see details below).
- **All participants in the September meeting are asked to read these short overviews from each Work Group before the meeting begins.**

Information for Work Group Chairs and Consultants

Timeline: Work Groups Chairs should submit their 2-3 page overview to Nancy Scott-Noennig (nancy.scott-noennig@ucop.edu) by **Monday, Sept. 11** so that the complete set of summaries can be circulated to all meeting participants one week prior to the September meeting.

Context: At the September 19 meeting we have allocated 45 minutes for each Work Group Chair to lead a discussion with the entire group.

Focus: We encourage Work Group Chairs to consult with their members and Consultants to identify 1-3 questions/topics to explore during their 45 minutes with the group that will deepen everyone's understanding of the current UC environment related to the Work Group's charge and/or explore issues described in the 2-3 page written summary (see below). Discussion questions/topics should both enhance ITGC members' understanding of the issues being explored by the Work Group and advance the thinking/work of the Work Group itself.

Please note: Information about the Work Group's membership, charge, and work plan will be included in the written summary so that the 45 minutes can be spent exploring substantive content areas in more depth.

Suggested format for the written summary

The 2-3 page overview should include:

A. Background/process details:

1. The Work Group charge and membership
2. The work plan and consultation strategy

3. If relevant, a short list (without details) of Work Group proposals that might be submitted to the ITGC for consideration by February 2007

B. Analysis

4. Your assessment of the current UC environment related to the Work Group's charge
5. An overview of the emerging issues, opportunities, and challenges in your area

The analysis sections should implicitly or explicitly address the following questions

- Why is it important that IT Guidance Committee know this?
- What is the urgency of this issue, opportunity, or challenge?
- What is the relevance of this issue, opportunity, or challenge to the University's mission?

In preparing this summary, Work Group Chairs and Consultants may wish to refer to and where relevant address the points in Section 3, "Questions to be Considered," in the draft *Guidance for ITGC Work Groups* available at

http://www.universityofcalifornia.edu/itgc/workgroups/wg_guidance.doc (MS-Word) and http://www.universityofcalifornia.edu/itgc/workgroups/wg_guidance.pdf (PDF).

Relevant Work Group milestones and timeline:

The Work Groups will deliver preliminary recommendations to the ITGC by end of January 2007.

They will consult with the ITGC and with stakeholders as necessary and prepare final recommendations to the ITGC no later than the end of February 2007.

The ITGC will then review and prioritize the recommendations from the Work Groups and develop its preliminary report for consultation with UC leadership (April-May 2007).

The report will be finalized in June-July 2007 and recommendations (with funding requests) will be incorporated into the UC 2007-08 budget process.

A presentation to the Regents is envisaged for September 2007.