Inform & Discuss Items
- **Budget Planning (Hoeting)**
  - Previously agreed to focus on 3 program categories
    - Instructional Program Initiatives
    - Enterprise IT Initiatives
    - Research Program Initiatives
  - Focus on Institutional IT, not just OIT, to enable an Institutional view of IT budget priorities
  - OIT Resource Dir will coordinate with each of the 3 program coordinators
  - 3 rounds of data gathering between 2/15/18 & 3/1/18
- **USG Engagement Update (Hoeting)**
  - USG CIO will be visiting Ga Tech campus 1/31/18
  - Discussed the possible initiation of an internal analysis of the cost of Banner, no action taken
- **Data Center Unification Update (Hoeting)**
  - Project lead identified and working group established
- **Unified Service Catalog Update (Hoeting)**
  - Project lead identified and working group established
- **Portfolio Update (Hoeting)**
  - Reviewed “Version 1” of an Excel based portfolio management tool
  - Group agreed with the concept and agreed to move forward, unsure of what project score should trigger governance involvement. Current proposal is for any project that scores 70 or higher to engage with the governance process
  - Chris Jones suggested we move forward but wanted to review key slides for further discussion and socialization
  - Mark will send a copy of portions of the tool to TSP members, and will discuss individually with Sonia Alvarez-Robinson and Rich DeMillo (absent from the meeting)
- **Digital Plan Development (Hoeting)**
  - Mark discussed the development of the Georgia Tech Digital Plan
  - As the Plan is developed, key discussion areas will be:
    - Organizational model to support the Plan (whether TSP owns the Plan or a new oversight group is initiated for that purpose)
Timeline

How to handle inflight projects/programs
- Mark will formalize the Plan strategy framework, with TSP owning the framework
- Targeting late Spring 2018 for delivery of the Digital Plan
- Mark will send a briefing paper to TSP members with additional details to ensure they understand responsibilities and scope of TSP involvement in Plan ownership

Security Briefing (Lummis)
- DFARS
  - Submitted Institute Security Plan to DOD ahead of the 12/31/17 deadline
  - Promulgated a policy statement that will allow us to be in DFARS compliance
  - Presented to ELT this week, expect approval from the ELT within next week or two
  - Completed individual lab security plans, will be working with labs on implementation of the plans
- Security Incident Report
  - An employee in Financial Aid Office was asked by Elucian for specific data, resulting data file that was provided to Elucian contained sensitive information that could constitute a breach
  - After further investigation, existing contract with Elucian provides sufficient protections such that this was not classified as a breach
  - Discussed the need to re-institute regular FERPA training to ensure employees are equipped with tools and knowledge to avoid disclosures
  - Cyber Security Office will work with the Registrar’s Office to identify viable solutions and bring a recommendation back to a future TSP mtg
- Training workshops are underway for campus IT employees regarding new ServiceNow based Security Incident Response System

Inform & Decide Items
- Proposal to combine SISGov with Enterprise Applications Committee (Hoeting)
  - Proposal originally discussed at October meeting and was tabled due to key participants not being available for the meeting
  - Proposal approved

Items brought up during the meeting (not included on the meeting agenda)
- CTO (Chief Technology Officer) search activities are beginning, job description is currently under development
- Central IT has been hosting monthly digital chats since mid-2017 and have now expanded the chats to include campus IT employees on a quarterly basis
- MOR Leadership cohorts have been expanded to include the campus IT community for 2018. Current participants include 10 from OIT and 7 from the campus IT community.

Meeting adjourned at 5:00
Agenda

- Budget Planning
- USG Update
- Data Center Unification
- Unified Service Catalog
- Portfolio Update
- Digital Plan Development
- Security Briefing

Proposal to Combine SISGov with EA Committee
2019 Budget Development

Program Categories

Teaching & Learning Portfolio
- Instructional Program Initiatives
  - Provost
  - Rich DeMillo
  - EIC

Enterprise IT Portfolio
- Enterprise IT Initiatives
  - EVP Administration/Finance
  - Mark Hoeting
  - Enterprise IT Leadership, A&F Leadership

Research Portfolio
- Research Program Initiatives
  - EVP Research
  - Chris Jones
  - Research Planning Priorities Committee

Portfolio Owners
2019 Budget Development

Technology Strategic Priorities

Transforming Teaching & Learning
Expanding Research
Streamlining Service Delivery
Enhancing Security & Privacy
Investing in the Workforce
Aligning through Governance & Transparency
Transforming the Technology Enterprise
2019 Budget Development

Proposed Target Dates

Round 1: Initial Priorities & Requests  Feb 15, 2018
Round 2: Alignment & Prioritization  Feb 23, 2018
Round 3: Final Draft Review  Mar 1, 2018

Next Steps
IT Director for Resource Management to work with each Program Coordinator to execute development in 3 rounds.
USG Engagement

Update
USG CIO Annual Campus Visit – January 31, 2018
Report from Board of Regents Meeting
Strategic Alignment Discussion
Summary
Update on Data Center Unification

Update
Project Lead Established: Eric Buckhalt

Initial Working Group Forming
College of Engineering, College of Computing, College of Sciences, GTRI, Facilities, Space Planning, OIT

Kickoff Meeting in Scheduling

Project Deliverables in Draft: Scope, Schedule, Cost, Deliverables
Summary
Update on Unified Service Catalog Initiative

Update
Project Lead Established: Maria Hunter

Initial Working Group Established:
Didier Contis, Jim Pete, Jeff Fischer, Mike Sewell, James Martino
To Be Expanded to Include All Colleges

Initial Communication Drafted & Ready

Six-Month Roadmap Established
Portfolio Update

Discussion
Portfolio tool is exiting stage one.

Discussion on Criteria
Discussion on Thresholds

Background
An Institute-wide technology portfolio provides IT Strategy owners with a comprehensive and strategic view of technology priorities, investments, and resource utilization.

Data from the portfolio criteria, scoring, and progress constitute the balanced scorecard.
Portfolio Update

Criteria

Supports One or More Strategic Goals
Strategic Impact
Operational Gains
Compliance & End of Life
Ability to Execute
Risk Mitigation Strategy
Economic Value (ROI/cost-benefit)
Budget & Cost Containment
Portfolio Update

Scoring & Weighting

Two Channels for Scoring & Weighting

Central IT Projects
- IT PPMO & IT Sr Leadership
- Intake through Committees

Campus IT Projects
- Portfolio Intake
- TAC Committee Review

TAC Committee Review/Scoring

Technology Strategy Partners
## Thresholds

### Determining Visibility Levels in the Portfolio

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Type</th>
<th>Maximum Raw Score</th>
<th>Weight</th>
<th>Maximum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supports one or more strategic goals</td>
<td>Value</td>
<td>5</td>
<td>4</td>
<td>20</td>
</tr>
<tr>
<td>Significantly moves the dial on any particular strategic goal</td>
<td>Value</td>
<td>5</td>
<td>4</td>
<td>20</td>
</tr>
<tr>
<td>Addresses key operational issue or pain point</td>
<td>Value</td>
<td>5</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Addresses key compliance or end-of-life issue</td>
<td>Value</td>
<td>5</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Institute has the clear ability to execute</td>
<td>Execution</td>
<td>5</td>
<td>4</td>
<td>20</td>
</tr>
<tr>
<td>Risk mitigation strategy identified, realistic, and incorporated into costing</td>
<td>Execution</td>
<td>5</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Economic value (ROI/cost-benefit)</td>
<td>Value</td>
<td>5</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Certainty of cost containment</td>
<td>Execution</td>
<td>5</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Overall maximum score</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

### Recommendation

Initial value/execution score of **70 or greater** will be reported on the Governance portfolio.
Digital Plan Development

High Level Timeline

January, 2018  April, 2018  July, 2018  November, 2018  January, 2019  Late Spring, 2019

Planning → Procurement → Discovery → Design → Development → Delivery

Discussion

Organizational Model
Timeline & InFlight Programs
Security Briefing

Update
- DFARS Policy Update
- Security Incident Report
- Security Incident Response Workshops
- EndPoint Project Update
Proposed Modification 4: SISGov added as subcommittee of Enterprise Applications Committee

Proposal: Existing SISGov committee will be added as a subcommittee of the Enterprise Applications Committee

Background:
SISGov currently resides outside of IT Governance, even though it effectively operates as an IT governance body. Many of the same individuals in SISgov are also on the Enterprise Applications Committee. The sub-committee structure minimizes duplicated effort.