Logistics
Date: 6/22/17
Time: 3:30-5:00
Location: Rich 242

Participants
× Chris Jones  ✓ John Wilson  ✓ Paul Strouts
✓ Christopher Craig  ✓ Justin Filoseta  × Raj Vuchatu
× David Leonard  ✓ Katie Crawford  × Rich DeMillo
✓ Dwayne Palmer  ✓ Mark Hoeting  ✓ Sonia Alvarez-Robinson
✓ Eric Buckhalt  ✓ Matt Lisle
× Greg Phillips  ✓ Nelson Baker
✓ Jim Fortner  ✓ Pam Buffington
✓ John Gilleland  × Paul Kohn

Meeting Purpose
Regular monthly meeting of the Technology Governance Steering Committee (TGSC)

Meeting Agenda
- Review Action Items from previous meeting
  o Action items from previous (5/25/17) mtg updated below
- Follow up from 6/9/17 process deep dive
  o Charter updates resulting from 6/9/17 deep dive are in process, target completion for TGSC review at next month’s mtg
- In-flight projects
  o GT Technology “Roadmap” project slide attached. Key projects discussed were:
    ▪ Campus-Wide Service Delivery Model
    • OIT utilizing ServiceNow to implement ITIL framework
    ▪ LMS Implementation
    • Entering into Phase 3 of the project
    • First communication sent to faculty yesterday (6/21/17)
    • Fall deployment will consist of a small faculty group of early adopters
    • General access to larger community anticipated for next Spring
    ▪ PACE/Research Expansion Round 2
    • Approximately $2M invested over past 60 days, should be last major investment in PACE until the move to CODA
    • Expecting a $4-6M investment in 2019 following move to CODA
    ▪ Two-factor Authentication
    • Deploying to students now
    • Focusing on enrollment during FASET over the Summer
- CRM
  - Moving into Phase 2 (Digital Strategy)
  - Anticipate an Institute wide strategy to be ready for review at next TGSC
- Unified Communications Implementation
  - Working through vendor delays
  - Progress accelerating over the Summer
  - Anticipate completion October 2017
    - We will work to add additional in-flight projects to the list, particularly non-OIT projects, to provide a more complete view of all projects.

- OIT Update
  - Update on NIST compliance project attached

- Next regular monthly TGSC meeting: 07/27/17

Action items from previous meeting

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Person Responsible</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule 2 hr process deep dive</td>
<td>John Gilleland</td>
<td>Deep dive held 6/9/17</td>
</tr>
<tr>
<td>Post functional committee charters for TGSC visibility &amp; review</td>
<td>John Gilleland</td>
<td>Draft charters have been posted on the itgov SharePoint site in a folder that is shared only with TGSC members. Updates to the draft charters will be posted as they occur.</td>
</tr>
<tr>
<td>Gather list of in-flight projects for discussion at next mtg</td>
<td>John Gilleland</td>
<td>List reviewed at 6/22/17 mtg</td>
</tr>
<tr>
<td>In functional committee charters and any other TGSC documents, use “Institute” instead of “campus” to emphasize we have more than one campus</td>
<td>John Gilleland</td>
<td>Draft charters have been updated to use “Institute” instead of “campus”.</td>
</tr>
</tbody>
</table>

New Action items added during this meeting

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Person Responsible &amp; Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete functional committee charters for approval at next month’s TGSC meeting</td>
<td>Functional Committee Co-Chairs</td>
<td></td>
</tr>
<tr>
<td>Request Lori Sundal give a briefing on new CTR process at next TGSC</td>
<td>Mark Hoeting</td>
<td></td>
</tr>
<tr>
<td>Request Jimmy Lummis present a DFARS/NIST deep dive at next TGSC</td>
<td>Mark Hoeting</td>
<td></td>
</tr>
<tr>
<td>Request Greg Phillips update TGSC on ERP at a future TGSC mtg</td>
<td>Mark Hoeting / John Gilleland</td>
<td>Defer until August mtg based on other items already identified for July mtg.</td>
</tr>
<tr>
<td>Task</td>
<td>Responsible Party</td>
<td>Completion Date</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
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</tr>
<tr>
<td>GTSC to coordinate with DFARS/NIST project team to identify opportunities for change management assistance</td>
<td>Sonia Alvarez-Robinson</td>
<td>By 7/31/17</td>
</tr>
<tr>
<td>Distribute to TGSC:</td>
<td>John Gilleland</td>
<td>By 6/30/17</td>
</tr>
<tr>
<td>1) Draft Intake form projects will use for entry into Governance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Prioritization variables</td>
<td></td>
<td></td>
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<tr>
<td>3) Process flow</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Review and provide feedback on the 3 documents above to John G</td>
<td>All TGSC members</td>
<td>By 7/12/17</td>
</tr>
<tr>
<td>Incorporate feedback from team members and finalize intake criteria, process, and functional committee process flow</td>
<td>John Gilleland</td>
<td>By 7/20/17</td>
</tr>
<tr>
<td>Schedule “table-top” exercise to walk through the governance process with 1-3 existing projects</td>
<td>John Gilleland</td>
<td>By 7/31/17</td>
</tr>
</tbody>
</table>
REPORT FROM COMMITTEE WORKING SESSION

22 JUNE 2017
Functional Committee Scopes

**Architecture:** The underlying systems, standards, and policies that support and enable information technology solutions at Georgia Tech. Examples would include: networking, cloud & integration strategy, computing resources, storage, identity management, information management strategy, business continuity planning, enterprise application infrastructure, service delivery model (ITIL/ITSM), change/configuration management impact on the technology environment, and interoperability strategy between systems and services.

**Data Governance:** Maintaining and insuring compliance with Standards, policies and procedures that enable management of the availability, usability, integrity, and security of enterprise data. Enterprise data is data that is shared by multiple units, users or systems. Research administration data is included in this scope but research data (data created as part of a research activity) is not. Academic data within an academic unit is also considered enterprise data.
Enterprise Applications: Applications that are intended to support enterprise core business processes, as opposed to applications that are intended to fulfill the needs of a specific unit or group. Over time an application that was not originally considered an enterprise application could, through expanded use, grow to the point that it becomes an enterprise application. Mission critical business processes (Synapsis, Kronos) are considered enterprise applications.

Instructional Technology: Systems, solutions, and policies that enable & support instruction, whether those systems are used in the classroom or elsewhere. Examples might include LMS, integrated learning support applications, priorities established by EIC, and learning analytics/student engagement solutions.

Research/PACE Computing: Systems, services, and policies that enable the administration and management of the Institute’s research enterprise. Examples: Grant administration, high performance computing infrastructure, research support applications, and compliance-related policies and procedures.

Important Note: Any given system/solution can be covered by multiple functional committees. There is no expectation that every system or solution is 100% within the sphere of a single functional committee.
## GT TECHNOLOGY ROADMAP

### Recent Delivered
- IT Governance Model Development
- Campus-wide LMS Selection & Procurement
- GT Annual Compliance Campaign
- PACE/Research Expansion, Round 1
- Campus-wide Dropbox Implementation
- CRM Phase 1
- Unified Communications/VOIP Procurement & Engineering
- Kennesaw Breach Investigation/Report
- Access Control Implementation
- Identity & Access Administration Toolset
- Two-Factor Authentication
- Financial Aid Document Automation
- IT Service Catalogue Implementation
- USG Federated Identity Service
- Data Center Roadmap

### Current In Progress
- IT Governance Implementation
- Campus-Wide Service Delivery Model
- LMS Implementation
- PACE/Research Expansion Round 2
- Two-factor Authentication for Students
- CRM Phase 2
- CS1301 edX Course Framework and Content
- Course 1 OMSA Launch
- Coda Data Center Engineering
- Unified Communications Implementation
- Endpoint Management Acquisition
- Augmented Reality & Digital Experience
- BioCluster Implementation

### Upcoming 1 – 12 Months
- LMS Implementation
- Data Center Modernization
- GT Firewall Modernization
- Endpoint Management Implementation
- Science DMZ Implementation
- NIST800.171 Compliance Implementation
- Top-level Web Cloud Migration
- ERP Provisioning & Implementation
- 6 OMSA Courses
- 3 Analytics MicroMasters Courses
- Two-factor for MOOC courses.
- Online Proctoring
- Discovery on Course Licensing Model
- Blockchain Discovery
- Alexa Layered Application Discovery

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Program Enhancements, Regulatory Requirements and Program Support
DFARS/NIST 800-171 PROGRAM OVERVIEW

JUNE 22, 2017
NIST 800-171

NIST Special Publication 800-171 – Protection Controlled Unclassified Information in Nonfederal Information Systems and Organizations (NIST 800-171)

• The purpose of this NIST publication is to provide guidance for federal agencies to ensure that certain types of federal information is protected when processed, stored, and used in non-federal information systems.

• NIST 800-171 applies to Controlled Unclassified Information (also called CUI) shared by the federal government with a nonfederal entity.

• Controlled Unclassified Information (CUI) at Georgia Tech can include, but is not limited to:
  • Federally funded research
  • Health information
  • Student financial aid records
  • Visa records
PHASE 1

- Build and formalize Steering Committee and Project Committee
- Requirements gathering from stakeholders
- Documented project and communications plan
- Website
- Purchase technical environment and identify pilot candidates
- Begin identifying other software programs
- Begin scoping and outlining requirements for audit program
- Begin design/development of Research Contract Lifecycle workflow
PHASE 2

Implementation/Integration

- Full pilot of technical environment
- Begin migrations of early adopters, concluding pilot
- Hiring compliance positions
- Begin standing up and piloting audit program
PHASE 3

- Fully migrate into technical environment
- Full communication/education campaign for campus
- Training and testing
- Transition into a fully operational audit and compliance service
- Complete design/development of Research Contract Lifecycle workflow

Monitor/Evaluate
QUESTIONS?

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