



Attendees:

Area	Name	Status	Area	Name	Status
Academic Affairs	Chris Wiseman	In Attendance	ITS	Jim Sibenaller	In Attendance
Academic Affairs	John Pelissero	Absent	Student Affairs	Fr. Richard Salmi	In Attendance
Advancement	Jon Heintzelman	In Attendance	Guests:		
Facilities	Phil Kosiba	Absent	LUMC	Art Krumrey	In Attendance
Finance	Bill Laird	Absent	Academic Affairs	Carol Scheidenhelm	In Attendance
Human Resources	Tom Kelly	Absent	ITS	Kevin Smith	In Attendance
ITS/Facilitator	Susan Malisch	In Attendance	ITS	Joe Bazeley	In Attendance

Minutes:

Welcome, Meeting Purpose & Agenda

The meeting commenced at 1:15 PM. The agenda for the meeting was reviewed and minutes from the 11/16 meeting were approved as written via declaration.

Sub-Committee Reports

Academic Technology Committee (ATC) – Carol distributed and reviewed a quarterly report summary from the discussion group owners from within the ATC. The chart represents a summary of the goals, potential outcomes, challenges and timelines for the 7 primary areas; Copyright, Course Management Systems, Clickers, Course Evaluations, Digital Media, Learning Spaces and Pedagogy. Several pilots have commenced and are being planned.

Personal Information Risk Group (PIRG) – Joe discussed the routing of the eight Personally Identifiable Information (PII) policies. Since being approved by the ITESC they have gone through the Cabinet, SAUPC and FAUPC. Comments received from the Cabinet and SAUPC are being addressed via modifications or clarifications back to the group. Response from the FAUPC is still pending. The information was presented to the UCC in September. Jim and Joe were invited to the November FAUPC to discuss concerns. No outcome could be reached during the session. Joe was informed that no progress was made in December and that the FAUPC will be discussing and voting on the item in the upcoming meeting on January 25th. The delayed response from the FAUPC has directly impacted the roll-out of the policies. Chris brought up that she had heard that Faculty Council had concerns as well. She noted it may take some time to resolve.

A small pilot within ITS for the PII identification and disk encryption software is in progress. ITS Data Stewards have been identified, trained and are piloting the data steward process. A full pilot for ITS is scheduled for January. The following step is to proceed with the Sullivan Center. PIRG is working on the department/group definition for each data steward to support and the communication plan for the roll-out is also being finalized; training is developed and ready.

Architecture Review Board (ARB) – Jim reviewed the progress of the ARB. Progress has slowed due to resource constraints and the efforts being placed on other high priority, high impact projects. A meeting was recently held with Gartner to review and validate the 16 architecture principles created. Gartner found the principles to be solid and a good foundation for the Enterprise Architecture Program at Loyola. Some enhancements were recommended by Gartner for clarity purposes. Next steps for the group include creating the Common Requirements Vision document and the technology inventory template. The combination of the principles, requirements, and inventory is the foundation to develop a technology roadmap for the future.

Project Review Board (PRB) – Kevin reported that the group was meeting monthly to review the new projects that are requested. During the meetings they also re-evaluate the priorities of existing projects and discuss project statuses. New reports which list all changes and new items have been created to facilitate discussions. The discussions entail enterprise use and overall institutional benefit of the projects. Kevin also noted that a new sizing field, (small, medium and large) has been created so that a rough order of magnitude for the project can be defined and considered during the discussions.

Event Management Solutions – Kevin and Susan reviewed event management solution options. A comparison grid was created for discussion. Basically, two groups have asked for solutions, Advancement and Conference Services. The two groups have detailed their requirements but there is little overlap with each other. Kevin noted the differences and similarities between the needs and the different systems the groups were interested in. Advancement is considering C-Vent and Conference Services is moving forward with Kinetics and R25. A cost comparison was also discussed. Susan recommended that ITS be involved in the contract negotiations with C-Vent to ensure that no additional fees regarding data transfer are added and are addressed upfront. The group discussed the different options and uses for the two software solutions. Susan discussed that if similar needs surface in other areas we should be aware of these solutions and utilize them where possible. Kevin noted that Catering Services has looked at Kinetics and will probably participate in assisting with the licensing fees and charges. Given the differences in requirements and functionality it was recommended that both solutions be utilized within the Loyola environment. All in attendance were in agreement.

LUMC Update

Art Krumrey presented a historical timeline to walk through the projects and activities at LUMC. He reviewed the completed projects highlighting the Epic implementation and Lawson projects. He noted that they have worked on many system consolidations such as ADX, Epic and Lawson. The electronic medical record system is mostly complete with only a few more integration points to address. He then noted the in-progress projects and categorized them as additional value-add to the foundation work that was already completed. The Patient Referral, Prescription Communications, Scheduling Systems, EPIC Anesthesia, Cardiology Integration into PACS and the roll-out of Avega Decision Support (Dashboard) projects were discussed.

The six-month highlights for July-December of 2007 were then reviewed. Art noted the recent on-site accreditation that was received and that no other Chicago hospital had been accredited onsite (only minor punch items existed and remain). He also highlighted the joint work with LUC on the "common directory" to enable SSOM and several Epic functionality roll-outs and optimizations. Susan asked about the timing of the Lawson upgrade. Art said it was going for budget review next week and had no further details at this time.

FY08 Q3-Q4 Prioritization

Plan of Record (POR): Susan reviewed the ITS POR for FY08 Q1-Q2 noting additions, changes and movements in projects. She walked through the completed project charts and breakdown of the proposed POR for FY08 Q3-Q4. A total of 80 projects are expected to complete during this planning period; 125 projects are on the POR for FY08 Q3-Q4 and have received an initial priority and strategic alignment.

Prioritization Process: Several new features have been added to streamline project prioritization. Project groupings, institutional impact statements and T-Shirt sizing elements have been added to the worksheets and POR layout. Susan walked through the prioritization worksheet highlighting the program groups and prior rankings. She also noted the new project from UMC related to Distribution Lists recently received and escalated by Kelly Shannon. A final clarifying point was that the Credit Card and Housing/Scheduling program groupings currently had no "A" projects within them but were shown at the bottom of the worksheet for consistency. The completed projects and the full FY08 Q3-Q4 POR is available in the meeting folder and electronically available in the spreadsheet on subsequent tabs. The prioritization worksheets should be returned by January 8th.

Wrap-Up

The meeting was adjourned at 2:45 PM and a brief reception followed.