



**IT Executive Steering Committee
Meeting Minutes: May 4, 2007**

Members Present: Garry Bozylinsky, Tom Dougan, and Bob Weygand.

Those present conducted the following business subject to approval of the balance of the committee via email.

10. Approved April 4 minutes. (Members present at the April 4 meeting were the following: Bob Beagle, Garry Bozylinsky, Tom Dougan, Lynn Pasquerella, and Bob Weygand.)
11. Agreed to the following regarding the Administrative Software (UCS) advisory committee (see initial membership attached):
 - a. Make the following changes to the Administrative Software (UCS) advisory committee membership:
 - i. Add Maria DiSano from the Internal Audit office to the Business Administration group.
 - ii. Add Tom Pitassi from the Grant and Contract Accounting Office to the Research group
 - iii. Request the provost to appoint a faculty member.
 - b. Charged Bozylinsky to meet with Charlie Schifino to discuss the size of the Administrative Software (UCS) advisory committee and whether it could meet as separate groups.
 - c. Charged Bozylinsky and Schifino to develop a mission and charge for the committee.
12. Adopted the priorities criteria discussed at the last meeting, *viz*:
 - a. critical systems that are in jeopardy of failing,
 - b. systems that are found to have significant security risks,
 - c. projects that would save the university money or add productivity,
 - d. projects that advance the university strategic plan, and projects that have broad campus impact.
13. With the understanding that UCS will continue completing the implementation of the PeopleSoft 8.9 upgrade its number one priority as well as implementing ongoing and smaller projects, the following future priorities were established:
 - a. Priority 2: IBM mainframe replacement
 - b. Priority 3: E-procurement and workflow automation
 - c. Priority 4: Image processing
14. Charged Bozylinsky to share the list with UCS to assess the following:
 - a. Whether any key priorities were missed.
 - b. Establish any additional resources required.
 - c. Begin developing an implementation plan including timetables, and implementation teams.