

IT Strategic Planning Committee: Business Services and Enterprise Systems  
March 10, 2005 Meeting Minutes

Attendees:

Rosa Rivera	Tom Ryan	Brian Rose
Dorothy Williams	Michael Mundrane	Ann Martin
Judy Lige	Tim Stein	Carolyn Knight-Cole
Donald Woodward	David Gwalthney	Devin Fensterheim

Lance Jordan of the Office of Information Technology was our guest speaker for today's meeting. He did a presentation on "IT Security Issues and Data Collection." The committee established that a distributed security model was likely to be the best way to ensure appropriate balance between the need for distributed access to data and the requirement to secure and protect it. . Some of the highlights of items discussed are as follows:

- ❖ Departments need to emphasize security issues and train management.
- ❖ Standards need to be set in the business area.
- ❖ We need a new security model for each layer.
- ❖ We have to identify policy for departments to be in compliance.
- ❖ Smaller department within the university need to plan for security issues that arise.
- ❖ Business continuity is needed in each department these four questions will help departments comply:
  1. How do we secure infrastructure?
  2. How do we secure data?
  3. Do we have enough resources?
  4. What are our short and long term security goals?
- ❖ IT policies need to be safeguarded and developed especially in the smaller departments.
- ❖ Boundaries may need to be implemented and then there are accountability issues.

Administrative Matters:

After Lance Jordan's presentation, Rosa reviewed the proposed content of the subcommittee report, individual reports and timelines for our report. Rosa requested volunteer's to write the 1<sup>st</sup> draft of the individual reports. Ann Martin and Brian Rose volunteered for the Enterprise and Student Systems. Rosa Rivera suggested Jim Drumheller for the Business Services section. Tom Ryan volunteered for Identity Management and Security System Rosa will draft the sub-committee progress report due in March. The draft will be reviewed by the sub-committee at our next meeting on March 24<sup>th</sup>.

Updates on the Leadership Committee Meeting and ITPGC Meeting

Rosa Rivera and Michael Mundrane provided an update on the last Leadership Committee meeting and the ITPCG meeting. One of the main issues discussed at the

Leadership Committee is the approach and deliverable for our subcommittee. It was suggested that our final report should include a compilation of an implementation plan for the Oracle modules. Michael Mundrane pointed to us that after the meeting he met with Michael McKay and they both agreed that our main charge is to come up with a strategic plan for the business systems and not an implementation plan for Oracle modules as was suggested a the Leadership Committee.

We also discuss the possibility of having a member of the Business Owners Subcommittee (such as Steve DiPaolo) charged of developing timelines and road map for implementation of some of the Oracle modules be involved in our sub-committee.

#### Focus Group

Ann Martin handed out the preliminary results of the questionnaire for the business managers for the three Campus. Results were scattered. We went over the details of the report.

Tim Stein is still gathering the data for the administrators focus group questionnaire An update of this focus group will be provided to the group at our next sub-committee meeting.

The next meeting is scheduled for Thursday, March 24<sup>th</sup> at 1:30 pm, Davidson Hall Room 101. Please contact Colleen Gordon at [gordon@acs.rutgers.edu](mailto:gordon@acs.rutgers.edu) at least one week prior to the meeting if you plan on video conferencing or if you are unable to attend.