The Members of IT Governance Committee met on May 17, 2017, at 2:00 p.m. at the Coates Center, Woodlawn room.

MEMBERS PRESENT:
Valerie Schweers, David Perales, Glendi Gaddis, Tessie Skulski, Andrea Jones, Brenda Trevino-Nunez, Megan Kruse, Linda Ramos and Wendy Apfel (Guest speaker from Academic Technology ITS)

MEMBERS ABSENT: Alfred Rodriguez, Art de los Santos

Welcome
David Perales welcomed the committee at 2:00 p.m.

Project to Review – TLEARN ADD/DROP Integration with Colleague
Wendy made a project presentation on what is currently done for Registration, Add and Drop files and what they would like to change to. Add/Drop files at this time are exported out of TigerPaws (Colleague) and sent to IT/ESS team each day of Add/Drop for load into TLearn. This process is repeated throughout registration and each day of add/drop and is manual and labor intensive.

This is a project request to sync/automate the changes made in TigerPaws to TLearn throughout registration, Add/Drop file report formats to be modified in TigerPaws (Colleague) and saved to a file location where TLearn can find them. On a regular schedule TLearn locates files and upload them upon receipt. With this project TigerPaws and TLearn rosters match and there will be no more roster confusion. Benefits of this new project will be less frequent calls received from students and faculty. This will also benefit Student Financial services, Registrar’s office, Student Life and Academic Affairs. David Perales indicated that ITS will create an Informer report and will run them at midnight. The Ellucian – Intelligent Learning Platform (which is the preferred product option) would run about $15K and is offered as a standalone product. Grades that are recorded in TLearn will get pushed back into Colleague with the ILP. The Hosted version will run approximately $15K a year and it runs on their own servers. This would be a long-term solution. Tessie Skulski would like the proposal to be expanded to include more frequent transfer of add/drops to TLearn. David Perales asked for the members to vote on the project as it stands and IT would investigate the additional expanded proposal.

It was moved and seconded to move forward with this project with the understanding that if the project can be amended it will be handled via email communications. It was unanimously approved by the IT Administrative Governance Committee.
Updates:

a. **Gender Management**
   Not available as a delivered Ellucian option without purchasing the Student Planning module.

b. **Placement Exam Scores project request**
   Will research with Academic Affairs and report back to committee.

c. **Security policy**

d. **2-factor authentication**
   Being researched for Colleague, TigerPaws and Self Service.

e. **TigerPaws Budget Selection**
   New self-service version in TEST mode.

Other items for discussion

Other items that were discussed were:

- Ellucian action planning update
- Upcoming - Data governance presentation with Kara Bosch
- Report Usage Audit possibilities
- ID data Cookbook – data standards manual possibility
- Touchnet/Heartland one card – re-keying door access/pay meals/laundry (one card solution for campus)

Mr. Perales adjourned the meeting at 3:00 p.m.