

Information Technology Steering Committee

Meeting of December 18, 2008

Attendees: Ian Cavers, Ted Dodds, Greg Feldman, Vivian Forssman, Andrew Glynn, Yolanda Gonzales, Cindy Goundrey, Kathryn Harrison, Saker Hirani, Michelle Lamberson, Brian Lee, Alan Marchant, Neil Maclean, Anoush Poursartip, David Shorthouse, Brian Silzer, Richard Spencer, Sandy Tanaka, Mark Vernon and Gwen Zilm

Regrets: Don Brooks, Ian Burgess (may join for part) and Alex Monegro

A G E N D A

1. Welcome and Introductions
2. Developing a new model for IT delivery and funding – Overview presentation
3. Progress to date, for review and discussion
 - a. Terms of Reference – complete, for information
 - b. Guiding principles – draft, for review
 - c. Costs and funding summary of all current centrally-provided IT infrastructure and services – draft, for information
 - d. IT Service Catalogue – draft, for review
 - e. Detailed cost breakdown of data network service – complete, for information
 - f. Benchmarking costs of data network – draft, for review
 - g. Identifying areas of potential savings – in progress, TBC Jan 31, 2009
4. Interim report to Provost, Deans and Executive (January 2009)
5. Other business
6. Future meetings and next steps