

IT Governance Committee Minutes April 30, 2007

Members Present: Ron Arenson, Steve Barclay, Michael Brook, Karen Butter, Thomas Ferrin, Paulette Gregg, Donna Hudson (by phone), Randy Lopez, Larry Lotenero, Jonathan Showstack

Members Absent: Clay Johnston, Mark Laret, Jeff Miller, Michael Stryker
Eugene Washington, Abby Zubov

Staff Present: Meg Kennedy

Guests Present: Jose Claudio, Michael Kamerick, David Rein, Carl Tianen

Introductions

Steve Barclay introduced Michael Kamerick (Director, OAAIS Academic Research Systems) and David Rein (Director, Faculty Medical Group) who were attending as guests.

Planning for the IT Governance Structure

Co-CIOs Jonathan Showstack and Randy Lopez have met with the CIO Group and with representatives from OAAIS and the Program Management Office (PMO) to discuss how to provide effective and efficient IT governance and have reviewed the current structure to determine how it might be reconfigured to meet the organizational expectations set by the establishment of OAAIS.

The Administrative Systems Advisory Committee (ASAC) has led the strategic planning effort for administrative systems for over six years. The projects funded through ASAC have been implemented by the UCSF Link Project (now expanded into the PMO). Jon said that he sees the Academic Information Systems Board (created to lead planning efforts in academic systems) functioning in a role analogous to ASAC's. Currently under analysis is how best to use these two groups (with ASAC reconfigured as a Board for administrative systems) and a structure of subcommittees under them to oversee administrative and academic IT planning and implementation. There are currently two steering committees under AISB: one for research data systems and the other for the Virtual Home portion of the CTSI project. ASAC has a number of subgroups that will be assessed and reconfigured as appropriate.

There has also been discussion of creating an executive committee over these two Boards that might include their co-chairs, representatives from the Budget Office, and other key stakeholders in order to tie strategic planning in with the resource allocation process. With some possible changes or refinements to its membership, the CIO Group would continue, but might focus more on helping to facilitate coordination between Medical Center and campus IT.

Finally, there will be a review of the currently active committees like Network, Information Security, and Architecture/Infrastructure - whose members are mostly IT people and their agendas primarily technology focused - to see whether and how they will fit into a reconfigured structure. These groups need a clear mandate and an understanding of what their input means as part of the governance structure.

Ron Arenson asked how the history and purpose of the current IT Governance Committee would be factored in, and what the goal was of this reorganization.

Jon replied that the IT governance structure needs to provide strategic direction by looking at the big picture and should be aligned with a rational resource allocation process by involving the budget office and/or Executive Budget Committee as early as possible in IT planning and decision-making.

Steve Barclay briefly reviewed the history of the IT Governance Committee from its inception after the PwC report in 1999, through the success of ASAC, to its current configuration with academic and information security concerns well represented. We still need a place to bring IT issues, but should recognize this development and progress and step back to look at what is needed now.

Tom Ferrin said one of the best qualities of this Committee is that it represents different communities across the enterprise. He doesn't want to see that lost. Ron agreed that, while he supports a "lean, mean" approach, he wants to preserve the broad points of input of the current IT Governance committee.

Randy and Jon will come back to the Committee in a month to six weeks with a conceptual organization for the new governance structure.

OAAIS

The Office of Academic and Administrative Information Systems was created on July 1, 2006, and Jon Showstack and Randy Lopez were appointed Co-CIOs. Since that time, there have been other management changes.

Ian Tuller retired as Director of Customer Support Services in December 2006 and Heidi Schmidt succeeded him in that role in March 2007.

In September 2006, Michael Kamerick began as Director of Academic Research Systems (ARS), a new unit created when OAAIS was formed. The intent of ARS is to develop systems and services that enable faculty to do research more effectively. The AISB steering committees mentioned earlier will help provide direction to ARS. In addition, there is a Data Access Task Force that will develop guidelines regarding access to the clinical data repository (e.g., who should have access to which data).

Michael is also hoping to provide faculty with a means of data storage that is secure, encrypted, and regularly backed-up.

In response to a question regarding the relationship of ARS systems with Campus Core Research Facilities, Jon said that every effort will be made to collaborate and avoid duplicating efforts.

OAAIS also has responsibility for managing and implementing systems for academic administration. Rather than OAAIS creating a separate academic information systems unit as was originally planned, the PMO will be expanded to take on the same responsibility for academic information systems projects that they currently hold for administrative information systems. PMO Director Mara Fellouris will hire a new associate director for academic systems as well as several staff who will manage the development and implementation of these systems. Mara will report jointly to Randy and Jon in this capacity.

Security Breaches

Randy gave a brief synopsis of the recent security breaches and the steps taken to notify individuals whose data may have been accessed because of them.

A firm was engaged to do a forensic investigation of the first incident, and a small core group is being formed to address what occurred and recommend preventive actions. Larry Lotenero would like to talk to the firm about the conclusions in their report, and Randy will arrange for that conversation to take place.

Adjournment

The next meeting will take place on May 24, 2007 from 3:30-5:00 p.m., in Room S-30.