Minutes

CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
601 Nursing Conference Room
February 26, 2007

Members Present: Taylor Strickland (CIO), Don Thomason (Chair), Jim Pruett (Secretary), Sheila Champlin, Len Cleavelin, Joe Cofer (Chattanooga), Elise Moore, Debbie Smith for Jeanne Hermann-Petrin, Dianna Johnson, Rick Kasser, Alison Lockett (Knoxville), Tammi Redmond, Stanley Tyler, Jennifer Watson

Judy Jefferson Johnson, Meeting Coordinator

Members Absent: Bill Brescia, Gwen Campbell, Ryan Hanry (clinical schedule/dental student), Scott Hollis, Rebecca Reynolds, Linda Risby, Richard Washington

Call to Order: Chair Thomason called the meeting to order at 8:35 a.m. The minutes of the meeting of January 22, 2007 were approved as submitted.


Copies of two handout items were also provided by Chair Thomason at the beginning of the meeting: 1) Priority List Round 2 Survey Results and 2) User Management February 2007 article “Users Who Know Too Much: And the CIOs Who Fear Them”.

CIO Report

CIO Strickland distributed to Committee members a copy of an email he received from President Petersen that was sent Systemwide to all campuses re: organizational changes in Human Resources and Information Technology. UTHSC will have its HR and IT departments reporting again to UTHSC, rather than to Knoxville. He mentioned CIOs statewide hope now to participate in Systemwide IT meetings, providing input on the System level.

Additional announcements by CIO Strickland:
- UT Leadership Institute. Conference dates: 2/18-23/07; Gatlinburg, TN. Five participants from each campus are nominated by their Chancellor or Vice President to attend the conference. The meeting was insightful and proved to be a great assessment tool.
- Disaster Preparedness for UTHSC. IT Security Officer Joe Morrison will be contacted by this committee to join them in developing a disaster recovery plan for IT.

Other updates from CIO Strickland included:
- ITS Budget/Funding Model Update. IT funding model is still on schedule. The budget will be in place by 7/1/07.
- CIO Performance Metrics and Objectives (PMO) Update. CIO Strickland’s meeting with Chancellor Owen is 3/2/07. Meeting highlights will be provided at the next Advisory Committee meeting.
➢ **Web Page Task Force.** This Committee has been working diligently on policies and procedures and a new redesign for the UTHSC web page.
   - Policies and Procedures Subcommittee has completed its final document which is ready for approval by the Chancellor’s Cabinet at the Quarterly Operating Review meeting 3/8/07. An update from this meeting will also be provided at next month’s meeting.
   - Design Subcommittee is coming up with a few web page redesigns that will be reviewed by the Campus population. The new UT branding will be included in the redesigned web page for UTHSC.

➢ **Exchange.** UTHSC migration to Exchange is 65% complete. There has been relatively no problems with the transition. Entourage meeting for MAC users is rescheduled for 3/1/07. The reminder notice will be forwarded to the Committee with the time and location of the meeting. A concern expressed was that Exchange does not work well with Macmail. CIO Strickland stressed that the Exchange server provides the same services as the IMAP server, including calendar.

➢ **Governor’s Biofuels Initiative.** CIO Strickland recapped President Peterson’s announcement about the new biofuel technology crop.

Representative Dianna Johnson asked if there were discussions about faculty information systems (FIS). CIO Strickland stated there’s no definitiveness re: FIS at this time.

**Ongoing Business**

**IT Priorities List:**

Chair Thomason discussed Round 2 priority list survey results which provide the Advisory Committee with an idea of the needs the Campus population has identified. The Committee was surveyed to determine the next step—whether to do one of 3 options:

1) Give the list to CIO Strickland and wait.
2) Initiate a 3rd round to refine the list further (e.g., timeframes and select the top 5, etc.).
3) Form working groups and divide the Round 2 listing by related categories for refinement and to better align IT resources with Campus needs to identify fairly easy resolutions (e.g., support the Library’s motion video servers for a perceived need).

The Committee unanimously voted to form working groups to dialog with IT staff with the following objectives:

1) Identify goals and solutions for the listed results;
2) Identify shadow solutions;
3) Set timeframes for the goals.

Customer input will also be solicited. Representative Cofer needed clarity on who exactly are the customers, whether HSC faculty, clinical faculty, researchers, students. He commented that surgery residents at Erlanger Hospital use PDAs to upload data and information. Providing an interface solution to help support residents at Erlanger will be helpful. This bridge of meeting information needs across campuses with shared databases linking services together will have a target timeframe of March to be contracted on all campuses.

Another item for consideration, commented CIO Strickland, is localizing 911 calls on Campus with the use of fire alarm software. Some members inquired about the availability of statistics
supporting actual number of 911 calls and the percentage it represents to determine if a safety concern exists on Campus. Emergency calls should be directed to Campus Police Dispatch, not directed to 911.

Representative Dianna Johnson expressed concern that IT needs should support the mission of UTHSC—education, research, clinical care and public service. The Committee agreed that Round 2 priority needs will be categorized into these areas, with the working groups addressing them in these specific areas. Committee members will volunteer for the mission areas of their choice.

The issue of Banner’s 2-year UT System-wide migration plan was brought up by Secretary Pruitt. Opinions voiced were that Banner will not address all of UTHSC’s concerns nor the fact that other systems will need to be added to it, such as Alumni Affairs and Research. CIO Strickland added he will plan to meet with Linda Painter, Banner’s Project Coordinator, who is planning a trip to UTHSC to discuss upgrades and interfacing.

Chair Thomason urged the Committee to identify problems resulting from Round 2 items that can be addressed by CIO Strickland and ITS, whether project specific such as Banner, or not.

**Old Business:**  
**Listserv Update.** ITS is very close to bringing faculty and staff of UT Medical Center Knoxville (UTMCK) and UT College of Medicine (COM) Chattanooga on board with UTHSC email accounts. The target date is 3/2/07. Once it is determined the email channel works without problems, Chattanooga email accounts will undergo the same setup. Having UTHSC email accounts will correct the problem of listservs to these locations, as current email addresses will be forwarded to UTHSC email addresses.

**New Business:** None

CIO Strickland expressed his appreciation to the Advisory Committee members for their willingness to serve on the Committee and to address the various IT needs identified on Campus.

**The next meeting will be March 26, 2007, at 8:30A (9:30A EDT), A304 GEB.**

The meeting adjourned at 9:30 A.M.