Committee Members Present:
Joseph Alcala, Maureen Binder, Craig Froehlich, Ozlem Garibay, Joel Hartman, Paul Jarley, Felicia Kendall, Aaron Streimish, Michael Sink, Robert Taft

Committee Members Absent:
Tom Cavanagh, Maribeth Ehasz, Michael Johnson, Jeff Jones, Jeffrey Moore, Thad Seymour

Others Present:
David Pavlonnis
Larry Jaffe
Robert Reed

Paul Jarley called the meeting to order at 1:00 p.m.

Approval of November 30 ITSGC Meeting Minutes
The November meeting minutes were approved with no changes.

Welcome
Joel Hartman welcomed the group and thanked Paul Jarley for agreeing to chair this committee. Paul advised that future meetings will focus more on strategy and less on operations.

Review of Strategic Governance Committee Charter
Paul observed that the original charter sets out well the goals for this committee. Suggestions are welcome for additions or changes to the charter.

Intention of this committee will be as follows:
- Provide oversight on IT strategic directions
- Suggest policies
- Advocate for IT resources

A motion was made and passed for additional meetings or a mini retreat to work on any potential updates to the charter. Mini retreat will be planned for March.
Open Discussion on Future Strategic Agenda Topics

Paul requested that the March mini-retreat include an overview of UCF IT as follows:
- Budget breakdown including staff funding and discretionary budget information
- Key projects
- Challenges and opportunities
- Organizational structure

An invitation to attend the next meeting will be extended to consultant Craig Finley to share his findings on an in-progress review of the IT2020 initiative.

The objective of future meetings is to focus on up to three main items and avoid operational information.

A suggestion was made to include a student representative in future committee meetings, but not finalized. The committee should also be open to members sending a proxy if unable to attend, but proxies will not have voting rights.

Commitment in future meetings should also include furthering need for institutional IT planning and priority setting across the university and to present funding needs for IT projects to this committee before presenting to the University Budget Committee.

The meeting adjourned at 1:59 p.m.
Submitted by Debbie Pease

Membership lists, agendas and minutes for the IT Strategic Governance Committee and the IT Professionals Committee can be found at: http://itr.ucf.edu/IT2020.