

IAC Agenda

October 15, 2010

1. Introductions
2. Minutes from last meeting
3. Project Overview – Allison Horn
4. Questionnaire Content – E. Peyronnin
5. Responsible Parties – E. Peyronnin
6. Q & A – All

Discovery Process for Review of our IT Environment for Potential Cost Savings and Service Enhancement

Allison Horn, Director
Internal Auditing

Rationale

- Assist CSUS Internal Audit by defining the IT environment
- Assist CSU management in identifying the components and activities of IT operations
- Identify potential efficiencies and cost savings in tough budget times
- Improve service

Background

- A University Efficiency Committee was charged with identifying opportunities to enhance efficiency campus-wide
- Activity announced by President Frank at a joint meeting of Cabinet/Council of Deans
- A committee was formed to issue an RFP and select a consultant to review the IT environment
 - Allison Horn, Internal Auditing
 - Stephanie Wolvington, IT Audit Manager
 - Pat Burns, VPIT
 - Rusty Scott, ACNS
 - Ed Peyronnin, CITAC
 - Jim Folkestad, Faculty
- Adams-Gabbert was selected, and today's meeting constitutes the kick-off of the project

Overview of Approach

- Step One: Information-gathering
 - A-G has reviewed the data-collection tool we will be discussing today to ensure that they will have sufficient information
 - Written data is a starting point – you will have the opportunity for additional input through direct contact with A-G
 - A-G will review responses and begin analysis
- Step Two: A-G will visit campus (beginning November 29) to meet with key IT representatives
 - We will work with A-G to ensure they have input from all constituency groups
 - After analysis, A-G may return to campus (through January 31)
- Final report of the consultant to President
- Widespread comment before any decisions are made, based on the report

Role of the IAC

- Use CSU's formal IT governance structure
- Vehicle for
 - Ensuring widespread participation
 - Communication
 - Distributing the questionnaire
 - Scheduling meetings with A-G
 - Initial meetings – week of November 29, 2010
 - Additional or follow-up meetings through January 31, 2011
 - Presenting the findings

Timeline

- Summer 2010 – RFP, selection of Adams-Gabbert
- 10/15/10 (today) – initial campus meeting, IAC
- 10/22/10 – deadline to notify committee of delegation for completion of questionnaires
- 11/15/10 - responses due CSU_ITProject for delivery to A-G for their analysis
- 11/29/10 Initial A-G on-site meetings begin
- 1/31/11 Additional A-G on-site completed
- 3/31/11 Final report from A-G scheduled

Questions About

- Process
- Timeline
- Role of IAC
- Other, before we delve into the questionnaire

DRAFT of Questionnaire

- Presented for discussion by
 - Ed Peyronnin, Manager of IT Services, College of Ag; and Chair, CITAC
 - Rusty Scott, Associate Director of ACNS