Committee on IT Infrastructure (CITI)

April 6, 2004
Meeting Summary

CITI Attendees: Sue Abeles, Glyn Davies, Jim Davis, Chris Foote, Tom Lifka, Sam Morabito, Steve Olsen, John Sandbrook, Glen Winans

Guests: Mike Schilling (CTS), Marsha Smith (ATS), Esther Woo-Benjamin (OIT), Don Worth (AIS)

Agenda:

1) Response to Chancellor’s Cost Reduction Memo – Strategy/Action Plan

The response to the Chancellor’s May 16, 2003 message on cost reduction measures has been operationalized into activities. The Chancellor Cost Reduction Strategy Matrix (Action Plan) is a WORKING document designed to track the progress of those activities. There are 22 recommendations grouped under 8 categories: Microsoft Software, IT Staffing, Remote Access Services, Email Strategy, Security, Network Infrastructure, Data Centers, and Instructional Technology and Funding. For each recommendation, OIT is tracking the actions; coordinator, lead or committee involved; the OIT person responsible for facilitation; timeframe; policy implications; and issues.


The motivation has many drivers but primarily include reducing the risk to the University for mission critical applications and data and creating potential for cost savings to the University if certain identified mission critical servers can be located in data centers that adhere to audit and IS-3 standards (see http://www.ucop.edu/ucophome/policies/bfb/bfbis.html ).

The ITPB is acting as the institutional sponsor for this initiative and has recommended proceeding with a review and recommendation. CITI has agreed to be the functional sponsor. As next steps, the CITI recommended: 1) refining the IS-3 document with definitions that make sense for UCLA; 2) bringing the definitions back for CITI confirmation; and 3) distributing a revised (based on CSG input) survey to the campus at the divisional level. The Common Systems Group (CSG) is in the process of: 1) verifying accuracy of lists of server rooms, and 2) reviewing a draft computer environment assessment questionnaire to provide input to CITI. The CITI will define the scope and parameters of the
project and agreed that the CSG actions are a good starting point for understanding the landscape.

3) Email Namespace

In October 2003, the CITI supported the recommendations of the Email Model Task Force (see: http://www.citi.oit.ucla.edu/documents.htm#2003) and approved forming a technical team to analyze how the proposed options can be implemented. The team concluded that all the proposed options are technically feasible. Some issues are still unresolved but none of them are technical issues. Some of the tasks to be implemented include: modifying URSA to collect data, modifying the CTS directory application, providing self service applications, using web services to store addresses. The critical web services could possibly be implemented by Summer 2004 and all services should be implemented by Spring 2005. The implementation costs are not yet finalized but it appears that 80% of the costs can be covered by existing projects (Enterprise Directory and BOL upgrades). Don Worth is writing a Project Control Document (PCD).