Committee on IT Infrastructure (CITI)

June 1, 2004
Meeting Summary

CITI Attendees: Sue Abeles, Kathy Atchison, Neal Axelrod, Glyn Davies, Jim Davis, Mike McCoy, Sam Morabito, Andrew Neighbour, Steve Olsen, John Sandbrook, Glen Winans

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

Agenda:

1) New AP&B Budget System

Glyn Davies gave the Committee an overview of the new Campus Budget System. This project is an example of an application that has gone through a local process that parallels the campus-wide ITPB Project Development Flow Process and is now being brought to IT committees to raise awareness and surface impacts.

As a result of continued efforts associated with the campus planning process, AVC Davies was directed to implement a campus budgeting system by EVC Neuman and VC Olsen in June, 2003. The current budget system can be best termed a budget allocation process. What UCLA needs is a budget system that has budgeting analysis tools for managing its revenues and expenditures.

The Campus Budget Implementation Group (CBIG) is the functional sponsor for the project. This committee evolved from a group of CFOs involved with design and implementation of the 2004-05 budget reduction process. It has academic and administrative representation from L&S, Medical Center, Engineering, Education, Arts & Architecture, Administration, AIS, APB, Student Affairs, and External Affairs. The committee members represent 60% of the total campus revenue budget excluding contracts and grants and approximately 94% of the contract and grant revenues and expenditures.

The committee identified the top needs/desired features of the system as: budget, data manipulation, IT, mapping, planning/forecasting, security, querying, reporting, and timing of implementation training. An RFP has already gone out and vendor selection is expected shortly. The Campus Budget System hopes to be able to leverage the Campus Data Warehouse (CDW) project’s Managed Reporting Environment (MRE) tool which is expected to be selected by the end of July.
Don Worth updated the Committee on other CDW project progress: 1) the General Ledger data mart is being developed with full involvement of Corporate Accounting; 2) the QDB team is working with Student Affairs constituents to begin addressing security issues related to Student data in the QDB; 3) implementation of BAR data in the Operational Data Store (ODS) is being finalized; 4) development of Admissions data in the ODS is beginning; 5) the Student Records Database Rationalization (SR DbR) project has changed the date for kicking off development of Student Records data in the ODS from June ’04 to January ’05; 6) Nick Reddingius is leading the effort to analyze the impacts of moving functionality and data from the SRDB to the CDW and/or other campus applications and technical tools; and 7) development of a Longitudinal Electronic Academic Database (LEAD) in the ODS is underway.

2) Actions on SB 1386 Compliance

UCLA recently learned it had its first security breaches involving stolen laptops containing personal data. In the first incident, the laptop contained information on approximately 145,000 individuals. Under SB 1386 legislation, these incidents require written notification, at significant UCLA expense, to each individual whose personal data potentially may have been compromised. These incidents are underscoring the need to accelerate communication to create better awareness of campus SB 1386 policy: http://www.adminvc.ucla.edu/appm/entry_policies.asp?vSection=public/app_0420_0.html.

The original memo to Deans and Directors announcing this policy was issued in July last year and some units still have not responded to a request for information. A wider campus communication is being prepared for release next week. Other methods for creating better awareness are being explored.

3) Launch of Voice/VoIP/Technology funding model recommendations and review process

Mike Schilling reviewed and updated for the Committee, CTS’ financial planning progress: the CTS portfolio, existing infrastructure, CTS operations, current funding model, cost reduction strategies (including contracts for local/long distance and cell phone services) and external factors affecting CTS.

CTS has started the process of introducing a new phone bill format to the various IT committees and the broader campus. The new billing format will be implemented in July 2005. The new phone bill disaggregates technology from voice. CTS is currently testing alternative funding models (e.g. phone lines, head count, FTE, knowledge worker head count, knowledge worker FTE) for the technology/infrastructure (including future phases of the Connect project) piece.
Implications of these voice/technology cost models will be discussed at future ITPB, CSG, CITI and other committee meetings.