## IT Governance Council
### December 2019

<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>December 5, 2019</th>
<th>Time:</th>
<th>1:00 – 2:30 pm</th>
<th>Location:</th>
<th>Frey Room 206/207</th>
</tr>
</thead>
</table>

### Attendance
- Present:
- Remote:
- Absent:
- Presenters:
- Others:

### Purpose:
Monthly IT Governance Council Meeting

### Meeting Agenda:

#### Opening
1. Administrative Announcements  [Chair and/or CTO]

#### Action
2. Approval of the Minutes from the Meeting held on November 7, 2019
3. Vote on Bylaws

#### Information/Discussion
4. Contract Management Software  [Sally McKechnie and Tiffany Robinson]
5. CAS – Tutoring/Supplemental Instruction System
   
   Resolution: The IT Governance Council acknowledges the need for one unified single tutoring, presentations, workshops, and supplemental instruction solution that serves the needs of all students, as well as ensuring ADA compliance. Any integrations will be implemented if and when the necessary IT resources are available. It is the Council’s expectation that the Center for Academic Success will work with the ITS Portfolio Management Office to determine the appropriate timing for project implementation based on resource availability. Once a timeline is established, the Office of Procurement will be engaged to appropriately procure the necessary software to ensure the needs of all campuses are taken into consideration for current or future inclusion.

   6. PM36 Update  [Ken Boe]
   7. Review of Student Subcommittee Charter  [Robin Ethridge]
   8. PMO Update & Prioritization  [Katie Bouey]

#### Wrap-Up
9. Information sharing/Announcements  [All]
10. Suggested agenda items for future meetings, including ITS topics of interest  [All]
11. Next steps/Follow-up items  [Chair]

#### Adjourn

### Next Meeting:
TBA