**Meeting Date:** January 16, 2020  
**Time:** 12:00 – 1:30 pm  
**Location:** Frey Room 206/207

### 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 December 5, 2019
3. Vote on CAS – Tutoring/Supplemental Instruction System

   Resolution: The IT Governance Council acknowledges the need for a unified system offering 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.

#### Information/Discussion

1. Info-Tech Research Group Presentation – IT Governance Best Practices

#### Wrap-Up

2. Information sharing/Announcements  
   [All]
3. Suggested agenda items for future meetings, including ITS topics of interest  
   [All]
4. Next steps/Follow-up items  
   [Chair]

#### Adjourn

### Next Meeting:

Thursday, February 20, 2020 at 1:30 p.m. in Frey 206/207