AJCU CONFERENCE ON INFORMATION TECHNOLOGY MANAGEMENT (CITM)
Business Meeting – April 1, 2008
UNIVERSITY OF SAN FRANCISCO

Presider: Tracy Schroeder

Attendees: Don Adams (Fairfield), Jeff Bachovchin (St Joseph), John Bansavich (USF), Jason Benedict (Fordham), Jim Burke* (John Carroll), Joel Cohen* (Canisius), Mary Corcoran (Boston), Jack Corliss (Loyola Chicago), Ron Danielson* (Santa Clara), Fran DiSanti (St Joseph's), David Dodd* (Xavier), Fleur Eshghi (Fordham), James Estrada* (Fairfield), Louise Finn* (Loyola Maryland), Elizabeth Forest (USF), Patrick Frontiera* (Loyola Marymount), Susan Genaro (Regis), Chris Gill* (Gonzaga), Peter Greco* (Regis), Matt Heinrich* (Rockhurst), Bret Jacobs* (Loyola New Orleans), Ellen Keohane* (Holy Cross), Harold Knapp (Holy Cross), Kathy Lang* (Marquette), Charles Leonhardt (Georgetown), Susan Malisch* (Loyola Chicago), John McFadden (Loyola Maryland), Pablo Molina (Georgetown), Colette O'Meara-Hanson (Creighton), Shannon Ortiz (Fordham), Tracy Schroeder* (USF), Dan Smith (Marquette), Ed Tracy II* (Detroit Mercy), Dan Vonder Heide (Loyola Chicago), and Nikki Wright (USF)

* = chief information officer at institution

Guest: Chris Lowney, Messina Commons

Election of AJCU-CITM Officers for 2008-2009

The changes in the AJCU-CITM bylaws passed in January 2008 now provides for the following slate of officers: President, Vice President, Conference Chair, Conference Vice-Chair, Secretary, Treasurer, Special Liaison with AUSJAL and Special Liaison with Jesuitnet.

Tracy Schroeder described the distinction between the President and Vice President with the Conference Chair and Conference Vice-Chair. The former two officers enable the development of the AJCU-CITM into an organization that does some work as recommended by the AJCU-CITM throughout the year. The latter two officers deal with the hosting and management of the annual AJCU-CITM conference.

The AJCU-CITM officers for 2008-2009 were elected:

-      President: Tracy Schroeder, USF
-      Vice-President: Susan Malisch, Loyola Chicago
-      Conference Chair: Matt Heinrich, Rockhurst
-      Conference Vice-Chair: Frank Sirianni, Fordham
-      Secretary: Jack Corliss, Loyola Chicago
-      Treasurer: Chris Gill, Gonzaga
-      Special Liaison with AUSJAL: James Estrada, Fairfield
-      Special Liaison with JesuitNet: Ron Danielson, Santa Clara

The revised AJCU-CITM bylaws can be found online at: http://www.ajcu-citm.org/bylaws.pdf

Treasurer's Report:

Chris Gill reported a balance of $11,112.58 in the AJCU-CITM treasury. Last week, Chris reported that the balance is now $9,555.

Mentoring Program Proposal (see http://ajcucitm-mentoring.pbwiki.com/

After a discussion of the pilot, we considered the proposal from the AJCU-CITM IT Mentoring Committee to continue with the AJCU-CITM IT mentoring program for another year with that proviso that an initial meeting takes place between mentor and mentee and that a member of the AJCU-CITM Mentoring Committee be designated as mentoring ombudsperson. Ron Danielson moved for the acceptance of the proposal. Jason Benedict seconded the motion. The motion was carried unanimously.

Current members of the AJCU-CITM Mentoring Committee are Jason Benedict, Chris Gill, Ellen Keohane, Susan Malisch and Tracy Schroeder.

Shared Services Work Group (see Appendix B)

We considered the proposal from Tracy Schroeder to appoint a task force to do the following:

- Research best practices in the area of shared services
- Explore and propose a governance model for AJCU shared IT services
- Define the scope of the AJCU shared services effort
- Identify top three potential areas for a pilot AJCU shared service project

The task force should report its findings and outcomes at the 2009 AJCU-CITM conference meeting at Rockhurst University.

Jack Corliss moved for the acceptance of the proposal. Ron Danielson seconded the motion. The motion was carried unanimously.

After a call for volunteers, the task force was formed comprised of the following persons; Ron Danielson, Patrick Frontiera, Peter Greco, Bret Jacobs, Susan Malisch, Colette O'Meara-Hanson and Tracy Schroeder (chair).

AJCU Adobe Agreement

The AJCU Level 3 consortium agreement with Adobe Systems Incorporated is due to expire in August 2008. Eighteen AJCU institutions currently use the agreement (see Appendix C) with three institutions using the agreement for student licensing. We need a coordinator to facilitate renewal of the agreement with Adobe and encourage further participation by AJCU institutions. Jack Corliss offered to take on the task. We accepted his offer.

AJCU-CITM Benchmarking

The AJCU-CITM needs a work group to continue the AJCU benchmarking project currently hosted at Le Moyne College (http://www.lemoyne.edu/ajcu. Tasks that require attention include:

- Design a survey by the end of the summer 2008 with data collection to take place during fall. Results are to be reported at the 2009 AJCU-CITM conference meeting.
- Work out arrangements for the hosting of the benchmarking site – either moved all the data to a new site or keep it at Le Moyne under the direction of new coordinator

We discussed the need and value of having good benchmarking data, while not duplicating other benchmarking processes such as the Educause Core Data survey. The proposal was clarified to include consideration of what the AJCU should uniquely benchmark to guide the development of a new survey instrument. There was a motion to accept the proposal. The motion was seconded and then accepted unanimously.

After a call for volunteers, a work group was formed comprised of the following persons; Joel Cohen, Jack Corliss, James Estrada, Kathy Lang and Susan Malisch (chair).

Conference Site for 2011

On behalf of Fairfield University, James Estrada offered to host the AJCU-CITM annual conference meeting in 2011. Jack Corliss indicated that our goal has been to give every AJCU institution an opportunity to host the annual meeting, and that we have done this by traversing from the east coast to the Midwest to the west coast. We will be meeting at Rockhurst University in 2009 and at Fordham University in 2010.

Ron Danielson moved to accept Fairfield's offer to host the 2011 annual conference meeting. Jack Corliss seconded the motion. The motion was carried unanimously.

This leaves four AJCU institutions who have not yet hosted: Detroit-Mercy, St. Peter's, Spring Hill, and Wheeling Jesuit. Jack Corliss offered the suggestion that perhaps we should soon consider meeting outside the United States with our AUSJAL colleagues.

CITM Web Site & Collaboration Tools Work Group

We took up the issue of the AJCU-CITM website, the need for review and redesign, and keeping it current. We noted that we have an internal website for hosting the AJCU-CITM benchmarking data, the various AJCU-CITM annual conference meeting web sites and the AJCU-CITM Mentoring wiki. Some of us expressed an interest in continuing the discussion we had earlier about Nicholas Carr's book, The Big Switch, and wondered how we could do this given the communication tools we have available.

We agreed to set up a work group to look at the CITM web site, e.g., redesign and site updating, and possible use of collaboration tools, e.g., wikis, blog and social networking. After a call for volunteers, the work group was formed comprised of Jeff Bachovchin, Mary Corcoran, Jack Corliss, Charlie Leonhardt and Ellen Keohane.

Messina Commons

On the first day of our conference, Chris Lowney with Fr. Paul Locatelli, SJ, President of Santa Clara University, made a presentation on the Messina Commons as "an effort to spark resource sharing, new programmatic initiatives and deeper collaboration among the Jesuit network of developed and developing world schools and other ministries in order to better serve the world's poor". The webcast and PowerPoint presentation can be viewed online on the AJCU-CITM 2008 conference website at http://www.usfca.edu/its/ajcu/schedule.html

Chris joined us at our business meeting to answer any questions we may have had regarding the Messina Commons initiative. Chris wanted to gauge and encourage our interest in the project and to get some ideas how we could help move the Messina Commons project along.

Several questions that we raised included:

- What is the status of the Messina Commons project?
- What is the relationship of the Messina Commons and JesuitNet (Jesuit Distance Learning Network)?
- Does the Messina Commons initiative require high tech or low tech?
- Are we able to collectively endorse a project that we can do, e.g., global give.org?
- What is needed from AJCU-CITM to help the Messina Commons project? What are the specifications of what is needed?
- Where is the ball? Where is the target?

Fr. Charles Currie, SJ, President of the AJCU is shepherding the Messina Commons project and the Messina Commons is not affiliated with a specific AJCU school. It was noted that the Messina Commons is listed as a resource associated with JesuitNet (http://www.jesuit.net),

Chris made a point to emphasize that the Messina Commons is a work in progress. He suggested that the project should develop a variety of ideas, and then to take a few bets realizing that some may fail, and some may work.

We arrived at the consensus that we like the idea but wanted to know what is needed and what we need to do. Ron Danielson made the motion to accept the following resolution:

Resolve that the AJCU Conference on Information Technology Management admires and supports the vision and goals of the Messina Commons project, and offers itself as a source of technical advice in response to questions direct by Chris Lowney to the Conference through the Conference President.

Ellen Keohane seconded the motion. The motion was carried unanimously

Having no further business to conduct at this time, we voted to adjourn.

Respectfully submitted,

Jack Corliss, Secretary
AJCU-CITM