PART 1. Agenda and executive guest

ITEM 1. Apologies/Accept previous minutes

- Minutes accepted

ITEM 2. DVC Academic, Professor Marnie Hughes-Warrington (DVC A)

- PN welcome DVC A.
- DVC A discussed defining corporate lines of decision making around education technology (EdTech) platforms, and moving from a one year budget forecast to a five year budget forecast to enable further planning, implementation, and upgrades.
- College Deans are to be more closely involved in decision making around EdTech, and end users more involved in analysis.
- Fundamental importance in deciding the University’s direction in the EdTech space, educational mission should drive technology solutions.
- Critical to the role of ANU as an educator is exposing staff and students to research led education, including things like peer review and also disseminating their work. Technology platforms must support that.
- Emphasis on the generation of knowledge using EdTech platforms not just consumption of knowledge.
- Simple educational message attached to simple principles:
  - EdTech platforms should be as simple as possible.
  - Systems are the end-users. System testing and accessibility are critical.
  - Our systems must be performance based. Supporting users in their educational endeavours is essential.
- Netspot relationship has been strengthened. With Netspot’s migration to a new data centre, we have greater technological support for our education mission.
- 2013 will see a continued focus on strengthening enterprise platforms and enterprise culture.
- ITS helped to gain approval from the Academic Board to schedule regular downtime/maintenance on the EdTech platforms in 2013.
- DVC A thanked the Business and Test Analysts for their contributions to a longer budget forecast.
- PN thanked DVC A for her cooperation and contributions during the year, and looks forward to continuing the relationship in 2013.
- DVC A and RM excused at 10:15am.
ITEM 3. Action Register*

ITEM 4. ITS Budget 2013

- The TRA (Technical Reference Architecture) is about measuring our progress and setting 3 and 5 year road maps in place.
- PN provided an update on the ITS 2013 general ledger structure. Each area will come under the one code in Finance, for e.g. CIO GL 29511, Infrastructure GL 29535.
- ITS will try to avoid creating unnecessary projects codes in 2013. Vanessa Quigley is currently working on a reference paper detailing natural accounts and charge codes.
- PN wants Strategy and Planning to work on an updated IT Asset Management Plan for 2013.
- Now that ITS has a TRA we will focus on building a robust Enterprise Architecture.
- PN provided update on budgeted projects for 2013.

Part 2. Standing Items

ITEM 5. Portfolio Reports

a. Peter Nikoletatos (PN)

- The Associate Director, Strategy and Planning position has been advertised and we hope to have made an appointment by February/March 2013.
- DMR has made updates to the Infrastructure team, and will deliver a discussion paper in mid-January 2013.
- The Service Delivery and Engagement team has been predominantly focussed on Service Desk and IT Change Management. An appointment has been made to Service Desk and is in the confirmation process, more information will be provided as this develops.
- ITS strengthening audit governance and policies. The ICT Contracts Manager position has been advertised with interviews scheduled for January 2013.
- The new ITS Finance Manager, Allison Magoffin, will begin in January 2013. The finance reporting system will be simplified in 2013, and a greater emphasis will be placed on validations, project costings, and providing support. Finance Manager will report to Melissa Aberton in Finance and will spend 4 days a week in South Oval, 1 day a week with her colleagues in Finance.
- Peter Elford will commence in January 2013, working on the RDSI (Research Data Storage Infrastructure) project.

b. Roxanne Missingham (RM)

- None at this time.

ITEM 6. Strategic Discussion – nothing to discuss at this time

ITEM 7. Update from ITS HR Manager (BD)

- None at this time.

Part 3. Other Business

Part 4. For Noting

ITEM 8. Other items for noting

- The Audio/Visual team will move under AK’s portfolio in 2013. A/V team does not include the Photography team.
- Bright Consulting (Aviel Vaknin) has begun work around resource allocation and is speaking with ADs in regards to this.
• CEB (Corporate Executive Board) membership will continue in 2013. The Communication Strategy will be reviewed.
• ICT Governance will undergo a health check in the New Year and an independent assessment will be carried out to identify strong areas and areas needing improvement.
• SIG (Service Improvement Group) has commenced, Karen Hill is the Director of that group.
• An OMG (Operational Management Group) Development Program for 2013 has been published to assist in continuous skills improvement. An external facilitator will be brought in to work with both the OMG and the Executive Team.
• The Link in 2013 will be an ITS only document, but will include submissions from Colleges regarding IT progress.
• The ITS Program of Work can be used as a communication document for AD's staff.

Meeting close 11:07am

Next Meeting held:
Peter Nikoletatos (Chair)
Wednesday 23 January 2013
9:30 – 11am
South Oval Meeting Room, Building 88T1

*Action Register

<table>
<thead>
<tr>
<th>Action #</th>
<th>Meeting Ref</th>
<th>Actions</th>
<th>Action Owner</th>
<th>Status</th>
<th>Expected completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>28/08/12</td>
<td>On call activity: BD extending the activity to end of February 2013, meeting scheduled for 5 February</td>
<td>BD</td>
<td>In progress</td>
<td>31 March 2013</td>
</tr>
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<td>2.</td>
<td>28/08/12</td>
<td>Create engagement plan recommendation plan. Travelling road shows have commenced, OMG and ITS Exec team members included in preparation of materials. AK to provide update in the new year.</td>
<td>AK</td>
<td>In progress</td>
<td>23 Jan 2013</td>
</tr>
<tr>
<td>3.</td>
<td>5/11/12</td>
<td>AW to circulate Technical Reference Architecture to IT Managers and Service Directors. Has been delivered to UICT.</td>
<td>AW</td>
<td>Complete</td>
<td>19 Dec 2012</td>
</tr>
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<td>4.</td>
<td>21/11/12</td>
<td>AW to finalise Christmas shutdown period roster</td>
<td>AW</td>
<td>Complete</td>
<td>19 Dec 2012</td>
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<td>5.</td>
<td>19/12/12</td>
<td>KP to update organisational chart to include 'Change Management'.</td>
<td>KP</td>
<td>Complete</td>
<td>23 Jan 2013</td>
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