

# Information & Technology Governance Executive Committee Meeting Minutes

April 22, 2024

Location: UW Tower T-22 Magnolia; Online, via Zoom

## In attendance

	In-person	Remote	
Chairs	x		Andreas Bohman
	x		Sarah Norris Hall
Members		x	Lou Cariello
		x	Charles Costarella
		x	Anind Dey
		x	Sheila Edwards Lange
		x	Kristin Esterberg
	x		Mary Gresch
		x	Mindy Kornberg
			Fredrick Nafukho
		x	Simon Neame
		x	Eric Neil
			Mari Ostendorf
	x		Phil Reid
		x	Jacqueline Cabe
		Denzil Suite	
	x	Joy Williamson-Lott	
Guests	x		Anja Canfield-Budde
	x		Jessica Bertram
		x	Alissa Mahar
Governance Operations Team	x		Piet Niederhausen
	x		Rupert Berk
	x		Siva Nageshwaran
		x	Christine Dean

Link to meeting materials: <https://itconnect.uw.edu/wp-content/uploads/2024/04/2024-04-22-IT-Gov-ExCo-Materials.pdf>

## Minutes

### Welcome

- This is the first hybrid meeting of the Executive Committee.
- Andreas and Sarah welcomed new members, Jacqueline Cabe and Charles Costarella.

### Discussion: I&T Governance Charter

- Members have already provided helpful feedback in email on improving the clarity of the charter which has already been incorporated.
- Regarding future governance domains (as indicated by “TBD” on the structure slide in materials), these will be determined, as needed, by the Executive Committee. Andreas and Sarah encourage members to let them know about the need for other domains so that these can be considered.
- Based on roll-call vote of members present, the I&T Governance charter (v1) was approved unanimously and will be published on the I&T Governance website.

<i>Member</i>	<i>PRESENT?</i>	<i>YES</i>	<i>NO</i>	<i>Other or abstain</i>
Andreas Bohman	Y	Y		
Sarah Norris Hall	Y	Y		
Jacqueline Cabe	Y	Y		
Lou Cariello	Y	Y		
Charles Costarella	Y	Y		
Anind Dey	Y	Y		
Sheila Edwards Lange	Y	Y		
Kristin Esterberg	Y	Y		
Mary Gresch	Y	Y		
Mindy Kornberg	Y	Y		
Fredrick Nafukho				
Simon Neame	Y	Y		
Eric Neil	Y	Y		
Mari Ostendorf				
Phil Reid	Y	Y		
Denzil Suite				
Joy Williamson-Lott	Y	Y		

### I&T Gov Next Steps:

#### AI

- Andreas reminded the group about the important topics that they generated on 3/28 in breakout rooms. This meeting is focused on how this Executive Committee should respond to forthcoming recommendations coming from the AI task force.
- The group reviewed the AI Task Force structure.
- For I&T governance, some of the recommendations coming from AI Task Force Work will be relevant and some not. For example:
  - Relevant to I&T Governance: Microsoft Copilot, research AI computing data center
  - For other parts of the UW: recommendations re: academic programs, pedagogy, courses, faculty positions, and ethical guidelines on the use of AI.
- The AI Task Force is just beginning to see proposals relevant to I&T Governance and that there will be more to come before July.

- The group reviewed a straw Model for executing recommendations from the AI Task Force (slide 16)
- The group considered whether to treat this work as unique to units or more central. Does it require a center of gravity or central oversight committee to coordinate work, or does the work get striped across the University?
- Phil: Given the newness of AI and our low institutional maturity with respect to AI, how are we going to manage the likelihood of getting proposals with varying levels of maturity? How do we catch up people from different starting points in this compressed time scale?
  - Andreas: This is a good question and will likely mean that we instantiate a methodology to review and address the more robust proposals more quickly and put others on a parallel work stream.
- Mary: How do we include the external community's help and partnership in achieving our goals, e.g., philanthropists? Where does that live in this I&T model?
  - Along with the other AI Task Force Executive Committee members, Andreas and Anind have been charged with creating a bold vision that extends five years and beyond.
  - Mary suggests an ex-officio group, similar to Futures Visioning, that can sit with us and push us.
  - Andreas and Anind will follow up on this idea.
- Eric: Regarding the question of whether we need to be more centrally coordinated, yes, in the beginning. In the early stage, we can act like an internal incubator and walk together, as we did in kindergarten. And then, after we graduate, maybe we can be more distributed.
- Note that these ideas would be input to a conversation with Provost Serio and her office.

#### **Other topics from Executive Committee Members**

- Regarding the other topics discussed on 3/28 (technologies at scale, SIS modernization, accessible technology in classrooms, data storage and retention, Identity and Access mgt (IAM) and Husky Card, Cybersecurity), the Gov Ops team will be reaching out to members in the coming months to identify stakeholders, build problem statements, and share back with the group.
- Regarding accessible technologies:
  - Consider including Phil and Bree Callahan from the accessibility steering committee.
  - Consider including Mary Mulvihill as new digital accessibility director in UW-IT. She works closely with Bree in that space.
- Andreas asked the group if there are any concerns with this proposed approach, given that it will require some work on the part of members, supported by the Gov Ops team. No concerns were expressed, so the plan will be to proceed.

#### **HR & Finance Application Board (HRFAB) Update**

- Anja and Jessica, as cochairs of HRFAB, gave a status update.
- Jessica described membership changes as well as a brief history of HRFAB.
- Anja highlighted recent changes in the role of HRFAB
  - Will continue to make decisions at the lowest possible level.
  - Less escalation to ExCo, compared to ESG.
  - Increased delegation and agency for HRFAB
  - Focus on long-term functional roadmap

- The assumption is that HRFAB has agency to make decisions and can leverage the membership of HRFAB instead of having multiple steering committees.
  - HRFAB has been positive about this shift.
  - The proposed responsibility of the board is that it will carry bigger work items such as Learning and Recruiting.
  - HRFAB does not want to be a pass-through.
  - Committee feedback regarding the Workday Roadmap (visual on-a-page)
    - This is helpful and ...
    - Show progress, e.g., with color
    - Show timeline on x-axis

### **Workday Recruiting and Workday Learning**

- Anja and Jessica gave a brief update on Workday Recruiting and Workday Learning
  - Workday Recruiting will move forward with a different timeline than ESG (see slide materials)
  - HRFAB is committed to providing a holistic solution for Workday Learning but needs more information; next steps will explore open questions.
  - Question: What is the thinking in terms of sequencing (Recruiting or Learning first, in parallel? HRFAB will need to work on this.
  - Question: Are students in scope for Learning? TBD

### **Workday Coordination Services (WCS) - slides 29 thru 36**

- Alissa Mahar provided an update on WCS.
- Summary: WCS will provide intake, prioritization, and coordination services for all Workday modules through facilitation and collaboration with business partners and technical teams
- WCS is here to serve the University; we are a convener and enabler.
- There is an increase in change requests (see slides); note, not defects, but configuration changes.
- Based on group feedback, the WCS team will work on a color-coded report of activity
- Other Workday ecosystem initiatives
  - WCS
  - Customer Experience in Workday
  - Operating Model (WsOMP III)
  - Workday Website
- Alissa went over timelines (see slide)
  - Prioritization criteria, process flow and roles are TBD at the moment.
  - Andreas asked whether Workday is working and are we set up for the future.
    - Mindy: so far, yes
    - Jessica: more data in the coming months; scaffolding makes a lot of sense.

### **Closing**

- This has been a lot of presentation today, but we want these meetings to be engaging with back-and-forth discussion.