



Date: May 29, 2023

Time: 1:00-3:00 pm

Location: Zoom

| Item # | Time                    | Description   | Presenter    | Enclosures   | Action         |
|--------|-------------------------|---|--------------|--|----------------|
| 1.     | 1:00 – 1:05<br>(5 min)  | Welcome   | Rob Einarson | --   |                |
| 2.     | 1:05 – 1:10<br>(5 min)  | Approval of Minutes   | Rob Einarson | 2. DRAFT Mar 27 2023 ITCPC Minutes v2  | Approval       |
| 3.     | 1:10 – 1:30<br>(20 min) | Project Update <ul style="list-style-type: none"> <li>Business Case Development Update</li> </ul>   | Mike Balzer  | 3. IT CPC 2023-05-29 - Project Update v1   | Information    |
| 4.     | 1:30 – 2:00<br>(30 min) | New or Updated Proposals <ul style="list-style-type: none"> <li>P299 – Construction Project Management</li> <li>P297 – Accounts Payable Document Imaging, Workflow &amp; OCR</li> <li>P302 – Insurance and Claims Management</li> </ul>                       | Mike Balzer  | 3. IT CPC 2023-05-29 - Project Update v1<br>4a. P299 - Construction Project Management<br>4b. P297 - Investment Request - Accounts Payable Document Imaging, Workflow, and OCR<br>4c. P302 - Insurance and Claims Management                                     | Recommendation |
| 5.     | 2:00 – 2:15<br>(15 min) | Lower-Impact Requests <ul style="list-style-type: none"> <li>P300 – Contractor Management Service</li> <li>P301 – UBCO Parking Management Solution</li> <li>P303 – UBCO HES Curriculum Management</li> <li>P305 – UBCO Business Process Management</li> </ul> | Mike Balzer  | 3. IT CPC 2023-05-29 - Project Update v1<br>5a. P300 - Contractor Management Service<br>5b. P301 - UBCO Parking Management<br>5c. P303 - Investment Request - UBCO HES Curriculum Management<br>5d. P305 - Investment Request - UBCO Business Process Management | Recommendation |
| 6.     | 2:15 – 2:25<br>(10 min) | Upcoming Must-Do Requests <ul style="list-style-type: none"> <li>P304 – Enterprise Environment Health and Safety Platform</li> <li>P??? - Enterprise Video Platform - Phase 2</li> </ul>  | Mike Balzer  | 3. IT CPC 2023-05-29 - Project Update v1<br>6a. P304 - Enterprise Environment Health and Safety Management System (EHSMS)  | Recommendation |
| 7.     | 2:25 – 2:35<br>(10 min) | Financial Update  | Mike Balzer  | 7. IT CPC 2023-05-29 - SmallCapProjFund v1   | Information    |
| 8.     | 2:35 – 2:45<br>(10 min) | Resource Capacity   | Mike Balzer  | --   | Discussion     |
| 9.     | 2:45– 2:50<br>(5 min)   | Closure and next meeting(s)   | Rob Einarson | --   |                |



## Members

*Chair*– Rob Einarson, Associate Vice-President, Finance and Operations, UBC Okanagan  
Andrew Parr, Associate Vice-President, Student Housing & Community Services  
Dr. Bryce Traister, Dean, Creative & Critical Studies, UBC Okanagan  
David Shorthouse, Director, Academic Initiatives, Office of the Vice -President, Academic  
Dr. Gage Averill, Provost and Vice-President, Academic  
Elana Mignosa, Associate Vice-President, Finance and Operational Excellence and Co-Lead of ISC  
Jennifer Burns, Associate Vice-President and Chief Information Officer, University of British Columbia  
John Metras, Associate Vice-President, Facilities, Infrastructure Development  
Professor John Ries, Senior Associate Dean, Research Professor, Strategy & Business Economics Division  
Dr. Clare Haru Crowston, Dean of the Faculty of Arts  
Rachel Fernandez, Associate Vice-President, Research and Innovation  
Dr. Ramon Lawrence, Professor, Computer Science, UBC Okanagan  
Matthew Boydston, Assistant Comptroller, Office of the Comptroller  
Grainne McElroy, Deputy Chief Information Officer, Faculty of Medicine  
Dr. Simon Bates, Associate Provost, Teaching and Learning, Office of the Vice-Provost Academic, UBC  
Bradley Wuetherick, Associate Provost, Academic Programs, Teaching and Learning (Okanagan)  
Professor Bhushan Gopaluni, Vice-Provost and Associate Vice-President, Faculty Planning  
Dr. Robert Kozak, Dean, Faculty of Forestry  
Susan Parker, University Librarian, Library

## Ex-Officio

Jenny Lum, Director of Finance, Provost, Office of the Vice-President  
Mike Balzer, Associate Director, Portfolio Management  
Stephen Lamb, Deputy Chief Information Officer, OCIO, UBC  
Salman Shahid, Director of Enterprise Architecture  
Yolanda Gonzales, Associate Director, Finance IT  
Shelly Morrison, Sr. Director, Financial Services Strategic Procurement  
Todd Zimmerman, Associate Director, Engagement Services, UBCO  
Laleh Mosadegh, Associate Director – Program Delivery  
Henry Ng, Portfolio Analyst  
*Committee Administrator*–Swati Mittal, Executive Assistant, OCIO, UBC

## Regrets

Dr. Gage Averill, Provost and Vice-President, Academic  
Susan Parker, University Librarian, Library

## Delegates