

17 April 2003: CMSAG Summary

In attendance: Joe Burley, Erin Easterling, Randy Graff, Doug Johnson, Kris Kirmse, Chris Sessums, Ron Thomas, Marvel Townsend, Mike Wright.

I. Opening Comments and Discussion:

Topics for upcoming meetings:

24 April: TCO

1 May: CMS Training Issues

8 May: Strategic issues of CMS Adoption

II. Work Groups.

TCO [Chris Sessums]. Cost proposals have been received from vendors. However, there are differences in how the numbers have been presented that make effective comparison difficult. There are also some questions remaining to which we would like answers. The committee decided to dedicate the next meeting to the TCO numbers to decide what further information we needed from the vendors to clarify the comparison.

HR [Joe Burley]. Fran McDonell, Director of the UF Computing Help desk, met once again with the group to discuss staffing and how CMS support is likely to fit within the help desk structure. However, the conversation once again returned to ease of use vs. features and functions with no meaningful resolution in sight. Additional conversation revolved around ADA/Sec. 508 issues and the problems of seeking faculty compliance in uploaded content.

III. Report Writing

CMS Support

An outline of CMS support tasks was presented for consideration. The goal is to refine the list of tasks and then to use that list to further articulate current support efforts, necessary support levels, and desired support levels, and then to scale those figures using future growth estimates. This process should provide the committee a more detailed and analytical foundation for the CMS staffing recommendation.

Work Group Leaders:

Yet another reminder that each work group leader should be writing a brief report to present the information and recommendations developed under his or her auspices.

Recommendation and Planning Draft:

Doug has circulated the most recent edits to the draft of a final report document. Please devote adequate time to read and offer suggestions on how best to develop the final document.

IV. Next Meetings [tentative topics]:

Thursday, 24 April 2003. 9:30 AM, Turlington 1012 **[TCO]**

Thursday, 1 May 2003. 9:30 AM, Turlington 1012 **[CMS Training]**

Thursday, 1 May 2003. 9:30 AM, Turlington 1012 **[Strategic issues]**