Meeting Agenda / Notes

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Enterprise Architecture Kickoff</th>
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<tbody>
<tr>
<td>Meeting Date</td>
<td>November 3, 2014</td>
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<tr>
<td>Meeting Time</td>
<td>9:30-10:30 AM</td>
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<tr>
<td>Location/ Conference #</td>
<td>Smith Center Room 5061</td>
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<td>Meeting Hosts</td>
<td>Anne Margulies, Steve Gallagher</td>
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**Agenda and Notes**

1. **Open Discussion**
   - There appeared to be widespread agreement and reinforcing of the ideas below.
   - What problems do we want EA to address?
     - Improve the coordination and communication of technology patterns and solutions
     - New systems are developed as legacy systems
     - 12 copies of ServiceNow
   - What outcomes do we want?
     - Quick wins and cornerstones – things that will make a difference today
     - Common principles that can be applied as we architect a solution
     - A blueprint that lays out common approaches for how we design and engineer things
     - Laying out emerging activity, but realizing that we will have many unknowns, and building flexibility into the process
     - Not control, but better informed decisions
     - Improved documentation associated with technology
     - Coherent approach and evaluation of emerging standards
     - Determining the systems of record and systems of update across the organization
   - What are our concerns about the EA effort?
     - Taking on too much, too early
     - Encouraging the behavior to focus on the larger enterprise – e.g. that it is more important that we interoperate instead of optimizing activity for local usage
     - We aren’t trying to create standards to which everyone must adhere

2. **EA Vision**
   - Another way to frame the EA Vision is to think of it as a technology urban plan
   - We should update the guiding principles to include the focus on quick wins and cornerstones.
   - Instead of focusing on maximizing operation, we should consider “optimizing interoperation”
   - The KPIs will be difficult enough to measure — even achieving a baseline will be difficult.

3. **Milestones**
   - The engineering principles will be an important component of the framework

4. **Governance**
   - Everyone should identify technology thought leaders throughout the organization to participate in the EA Working Group
   - We should add Jason Shaffner to the Executive Committee

5. **An EA Approach**
   - The next step will be to drill down on the boxes in the approach diagram; it provides a good framework for this
Next Meeting

December 3

Archived Document