Common Systems Group (CSG)

October 28, 2003
Meeting Summary

Attendees: Jim Davis, Jason Frand, Jepson, Carol King, Robert Konishi, Max Kopelevich, John Lennon (for Paul Craft), Kathleen O’Kane, Tom Phelan, Nick Reddingius, Ruth Sabeau, Mike Schilling, Steven Schwartz (for Terry Ryan), Marsha Smith, Eric Splaver, Kent Wada, Esther Woo-Benjamin

Guests: Joseph Chiu (PDP Participant), John DeGolyer (OIT), Bill Propst (Purchasing)

Actions:

1) Send comments about Digit Security and Patch Management RFIs to John DeGolyer by October 30.
2) Submit SB1386 responses to Jim Davis if haven’t already done so.

Agenda:

1) Announcements

- Kent Wada and John DeGolyer have joined the Office of Information Technology (OIT) as Director, IT Policy and IT Security Architect respectively.
- There is significant lack of response to the SB1386 information request. A letter will be sent this week to Deans of those departments that haven’t responded.
- The Wireless Implementation Team’s recommendations will be brought to the 11/18 CSG meeting for discussion and vote. Documents will be circulated approximately two weeks prior to the meeting.
- Introducing Joseph Chiu, attending these meetings as Jim’s PDP participant mentee.

2) Sole sourcing, competitive bidding, and implications of new legislation

Bill Propst, Director of UCLA Purchasing reviewed for the Group, purchasing and policy guidelines relating to competitive bidding, sole sourcing, procurement methods, and employee-vendor relationships. Special emphasis was placed on new conflict of interest legislation SB 1467 (effective January 1, 2003) and SB 41 (changes SB 1467’s effective date to July 1, 2003). Because of the complexity of the policies, it would be best to consult UCLA Purchasing early in the purchasing negotiation process.
3) **Update on RFIs for patch management and digital security**

RFIs for Digital Security and Patch Management have been drafted and comments are requested by 10/30. The discussion surfaced a requirement of mature remote management and issues with NAT (Network Address Translation).

4) **Infrastructure Hardware Requests – RFP Process**

Mike Schilling announced that CTS will be putting hardware and (optional) maintenance purchases out to bid.

5) **ITPB Response to Chancellor’s Cost Reduction memo**

This draft outlines the near term elements that have potential of cost savings. There was not enough time to go through all the items at the 10/24/03 ITPB meeting so it will be on the agenda for the November ITPB meeting. If the ITPB agrees, OIT will be moving forward with more detailed analyses.

**Meeting Schedule for Remainder of 2003:**

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<tr>
<th>Tuesday</th>
<th>November 18</th>
<th>2 p.m. – 4 p.m.</th>
<th>2121 Murphy</th>
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<tr>
<td>Tuesday</td>
<td>December 16</td>
<td>2 p.m. – 4 p.m.</td>
<td>2121 Murphy</td>
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