

# **SLAC**

## **Information Technology SubCouncil**

**Rob Cameron**

**6 December 2010**

# SLAC SubCouncils

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- Official body (SubCouncil) of the Executive Council
- Members appointed by ALDs
  - Expected to represent their own organization's issues
  - Balance those needs as champions for “One Lab”
- Chairs appointed by Executive Council
- Critical interface between Operations and the breadth of the SLAC community (bidirectional)
- Model of the SubCouncil/Operations interaction is partnership
  - SubCouncil
    - **WHAT** the mission needs - requirements
    - clearly articulated formal advice and feedback on performance
  - Line Management
    - **HOW** the requirements are met
    - decision making authority and accountability to deliver

# Seven SubCouncils at SLAC

- Home page:  
<http://www-group.slac.stanford.edu/operations/Subcouncils.asp>
- Charter: <http://www-group.slac.stanford.edu/operations/SubcouncilCharter.asp>

SubCouncil	Chair	Line Manager
Facilities	Craig Ferguson	Matt Wrona
OCFO	Stephanie Carlson	Linda Rakow
Procurement	Dave Schultz	Larry Dardzinski
E, S & H	Bob Hettel	Craig Ferguson
IT	Rob Cameron	Don Lemma
Human Resources	Karen Fant	Larry Young
Communications	Uwe Bergmann	Mark Reichanadter (interim)

# IT SubCouncil Membership

- All SLAC Directorates are represented

Member	Directorate
Rob Cameron	Chair (PPA)
Vinod Bharadwaj	Accelerator
Elizabeth Caplun	Photon Science
Gail Fong	Operations
Britt Hedman	SSRL
Irene Hu	LCLS
Stuart Marshall	PPA
Helle Wellejus	Photon Science

- Cognizant ALD: Chi-Chang Kao (SSRL)
- Secretary: Les Cottrell (OCIO)
- Mailing list: [subcouncil-it-members@slac.stanford.edu](mailto:subcouncil-it-members@slac.stanford.edu)

# IT SubCouncil Work

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- ITSC meets monthly, with Don Lemma
  - Usually: 3<sup>rd</sup> Wednesday of each month, 3pm
  - Also include other OCIO members, and SCSC rep
- Meeting Date, Time, Agenda are posted on ITSC page in SLACspace
  - <https://slacspace.slac.stanford.edu/sites/subcouncils/it/default.aspx>
  - Aim to fix agenda 1 week ahead of meeting
- Minutes of previous meetings are available
- ITSC work is tracked as tasks/action items
  - <https://slacspace.slac.stanford.edu/sites/subcouncils/it/Lists/Tasks/AllItems.aspx>
  - Actions must include required result, actionee(s), and due date

# IT SubCouncil Work

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- Current (multi-month) task of the ITSC
  - Review the IT Service Catalog of the OCIO
  - Includes review of associated high-level IT Service Portfolio
  - Includes review of associated service levels, specified in Service Level Agreement
- Examples of recent tasks
  - Provided input on priority ranking on possible IT initiatives in OCIO for FY2011
  - Review of Technical Design Review process for IT projects

# Next IT SubCouncil Meeting

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- Wednesday, December 8, 3:00 – 4:30 pm
- Agenda
  1. Approve minutes from previous ITSC meeting (Cameron)
  2. New member introduction: Helle Wellejus (Photon Science)
  3. Introduction to SLAC's new Scientific Computing Steering Committee (Richard Dubois)
  4. Presentation on draft of IT Service Portfolio (Melen)
  5. Select pathfinder IT service from list of candidates, and next steps in Service Catalog review (ITSC)
  6. PDF files: checking standards compliance (Marshall)
  7. Review of Open Action Items (Cameron)
  8. Date of next ITSC meeting: 19 Jan 2011 (Cameron)
  9. AOB