



**HDI Higher Education Leadership Forum Meeting
July 16 - 19, 2018**

**Montana State University | Bozeman, MT
Housing: Hapner Hall**

Reservations: <http://starbright.msu.montana.edu/StarRezConferences>

HDI Facilitator: Allyson Rollins | Phone: 719-439-9742 | Email: allyson.rollins@ubm.com

Please Bring: Any necessary information related to the topics on the agenda

Monday July 16, 2018

Arrivals: Travel Manifest link to be added for ride sharing

4:00 pm – 6:00 pm Montana State University Site Tour

6:00 pm – 7:30 pm Networking Reception

Tuesday July 17, 2018

7:45 am – 8:00 am Meet as a group and travel to campus

8:00 am – 8:30 am Breakfast

8:30 am – 8:45 am Montana State University Welcome
Presenter: CIO Jerry Sheehan

8:45 am – 9:00 am Welcome to HDI Leadership Forums
Presenter: Allyson Rollins

9:00 am – 12:00 pm Time Management Workshop
SME: Fancy Mills

Time has become a very valuable commodity for all of us and most feel that there is not enough time in each day to execute on all the tasks and projects in front of us. If we learn to manage our time well, our effectiveness and work life balance will improve.

This session will provide time management techniques regarding prioritization, curbing interruptions, planning, scheduling, delegating, conquering procrastination and meeting management.

Participants will leave the session with specific techniques for maximizing their time better.

12:00 pm – 1:00 pm

Lunch

1:00 pm – 1:45 pm

Debate: Centralized IT vs. Decentralized IT

Facilitator: Allyson Rollins

When leaders think about reorganizing IT, they usually start with two options: To centralize or to decentralize IT. Which organizational design is best? Is there another option? Who decides on the structure?

1:45 pm - 2:00 pm

Break

2:00 pm – 3:30 pm

Panel Discussion: Centralized IT vs. Decentralized IT

Facilitator: Allyson Rollins

Panelists: Josh Turner

**What strategy led to the decision to centralize or decentralize IT?
How does this impact security? How are the departments set up?
What are some strategies to unify IT?**

3:30 pm – 4:00 pm

Performance Management: Celebrating Success

Presenter: Lauren Nelson of Southern Methodist University

4:00 pm – 5:00 pm

Open Discussion / Parking Lot

Facilitator: Allyson Rollins

This is an opportunity for open discussion regarding challenges faced, successes experienced, tools, etc. Take this time to ask questions of your peers, share ideas or generate topics that are not mentioned on the agenda. Use your post it notes to capture your thoughts throughout the day not pertaining to the agenda items. Utilizing the parking lot area in the meeting room.

5:00 pm – 6:00 pm

Free Time

6:00 pm – 6:30 pm

Meet as a group and travel to dinner

6:30 pm - 8:30 pm

Dinner

8:30 pm

Travel back to Hapner Hall

Wednesday July 18, 2018

7:45 am – 8:00 am **Meet as a group and travel to campus**

8:00 am – 8:30 am **Breakfast**

8:30 am – 10:00 am **Artificial Intelligence (AI)**

SME: Julie Mohr

How do you get started? What is the framework? How do you prepare for it? It's not about removing the help desk, it is another tool set, how do you best implement? How can AI be used within any business, what are the capabilities of AI? What are the main elements of AI? How can we shape the future of AI and execute on that? What are some quick wins to implement now? This session will provide a roadmap or guide to walk you through what to think about next in the AI Journey!

10:00 am – 10:15 am **Break**

10:15 am – 12:00 pm **Knowledge Management**

Presenter: Julie Mohr

How do you gain buy in? How do you make it a habit? Who maintains the process? What do you do if you do not have a dedicated knowledge manager? Who does what and when?

12:00 pm – 1:00 pm **Lunch**

1:00 pm – 2:15 pm **The Authentic You**

Presenter: Julie Mohr

2: 15 pm – 2:30 pm **Break**

2:30 pm – 3:15 pm **Show and Tell: Service Catalog Tips and Tricks**

Presenters: Group

How do you categorize?

*****We will have one volunteer to kick off this discussion and share their service catalog with the group**

3:15 pm – 4:30 pm **Virtual Lab Management**
Presenter: Josh Turner
Montana moved to VDI, we will explore what is being done currently and what are the pros and cons.

4:30 pm – 5:00 pm **Virtual Lab Tour: Montana State University**
Tour Guide:

5:00 pm – 6:00 pm **Free Time**

6:00 pm – 6:30 pm **Meet in the hotel lobby and travel to dinner**

6:30 pm – 8:30 pm **Dinner**

Thursday July 19, 2018

7:45 am – 8:00 am **Meet in the hotel lobby and travel to campus**

8:00 am – 8:30 am **Breakfast**

8:30 am – 9:00 am **November Meeting Host**
Presenter: Eliza Mathis from University of South Carolina
Eliza will share some University and Columbia highlights with the group as she prepares to host the HDI Higher Education group on campus in November.

9:00 am – 10:00 am **Roundtable Discussion: Deployment Practices**
Facilitator: Allyson Rollins

Do you follow agile practices? Do you have a deployment checklist? If so what is included on the list? What deployment tools do you use? Do you use continuous integration server? Continuous delivery? What KPIs do you monitor for a deployment? Is the deployment process automated?

***If you have a checklist and documented process please be ready to share the information with the group.**

10:00 am -10:15 am **Break**

10:15 am – 11:30 am Roundtable Discussion: Organization Initiatives

Facilitator: Allyson Rollins

What initiatives do you support, or have you executed? Where are you now? What implementations are you working on? Have you come up with any solutions? What recent successes have you experienced?

11:30 am – 12:00 pm Topics Discussion: What is the one thing you found the most value in from this meeting and what would you like to discuss at a future meeting in 2018.

12:00 pm Meeting Concludes