



UCISA Enterprise Architecture Community of Practice

Committee Planning Meeting

1st July 2019, 10.30-15:00, Kings College London

Attended by: Lex Wilkinson; Omar Radwan; Abdel Benssassi; Stephane Pajon; Karl Walker

Notes and updates:

Thank you to everyone for attending and contributing to the committee meeting. And particular thanks to Omar and KCL for hosting the meeting.

A key aim of the meeting was to establish an effective team that can work together and add value to the CoP over the coming year and I came away feeling that this was successfully achieved. It was also good to meet Stephane and Karl and welcome them to the committee.

From the introductions I think there is a lot of experience in the team and also a lot of overlap in terms of projects, focus and challenges (which probable extrapolates out to the wider EA CoP group). My notes / observations were:

| Collective Background experience (committee): | Collective Challenges (sector?): |
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| data architecture enterprise architecture solutions architecture information systems applications software development information architecture | technology driven change go digital - but what does it mean digital transformation but not clear on the value breaking outside of IT breaking outside of Professional Services |

Question: How many business architects are the in the sector? or is this capability delivered by BA's?

The rest of my notes are included in the last column in the table below.

We will aim to have our next meeting around Sept/October via webex.

Lex

Review of Action plan for coming year:

| # | What | Why | How | Updates / Actions |
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| 1 | Build a catalogue of examples that demonstrate how the capability model has been used to date and also identify some possible use-cases of how it could be used to add further value. | The Capability model was launched approx. 1 year ago. Opportune time to take stock of how it has been used and collate examples that demonstrate value - Promote the model across the sector (and beyond?) - Provide examples to determine how it could be used - Advice for adoption | Send email out to the CoP group. Collate and summarise info. Present back to the group and publish via UCISA blog and/or website. | 2 emails have been sent to the EA CoP group asking for examples of how the capability model is being used – but very limited response to date. LW to re-frame question and send out again. |
| 2 | Develop and send out a survey to EA CoP group members | Discover how architecture is practiced across the sector and how its changed since last time a survey was sent out (2016) - provide insight into how things changed - provide insight into how architecture is practiced across the sector - present results back to the wider group | Initial draft produced by LW and discussed by attendees, some further question design to do and investigate mechanism for issuing. Need to double check previous questions / results to ensure can have some benchmarking with previous results. | Useful discussion on the survey with aims suggested as understanding the extent and maturity of EA practice in the sector. E.g. to understand: A. current state B. desired future state C. what are the blockers D. how can the cop help SP agreed to take fwd with support from KW |
| 3 | Revisit the aims and objectives of the EA CoP | Clarify and communicate the high-level aims and objectives of the EA CoP and consider how the committee can best support these. | Plan to revisit the business model canvas that the committee drafted last year, E.g. add support and networking community to the high-level aims; update/refresh key activities, partnerships, value propositions etc.; communicate to wider group for comment / feedback | Discussed using value chain mapping to identify and articulate the value of the CoP and how the committee can support it. Ran out of time in the meeting to workshop this. LW to try and draft something for review / feedback from the committee before surfacing to the wider CoP for feedback. |
| 4 | Continue to host EA CoP Webinars | Provide a forum for sharing experience and good practice to the EA community | Encourage volunteers for future sessions and organise, promote and host UCISA EA CoP Webinars. | 2 webinars held so far this year which were both well attended. Would like to aim for 4 per year. May need support from the committee in helping find volunteers to present. |

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| | | | | Discussed maintaining a library of past recordings (dependency on new web platform?) |
| 5 | Investigate and scope a potential project to develop a generic HE data model | A data model was developed at the end of the capability project and it published on the UCISA Capability model downloads page. However, the author (Alex Leigh) of this model feels it is a little weak and could be developed further, with benefits for the sector. | Continue to liaise with Alex Leigh to scope out a draft project proposal / business case to bring back to the committee for further discussion. | Still work in progress. LW in separate discussion with Alex and colleagues at the University of Leeds who are working on conceptual data models. Potentially able to share output with the CoP with a view to developing generic models / templates. |
| 6 | Produce good practice guides | Harness shared experiences as a CoP and develop good practice or starter guides for the community | Where there are significant conversations or forum chatter it may be possible to review and collate in order to produce a summary best practice guide, or blog. For example, recent forum posts around design authority setup | KW agreed to look at pulling something together from the governance / design authority posts, with support from AB. |
| 7 | EA CoP meet up | There have been a number of suggestions from group members that they would like a EA CoP meet-up event. | Need to establish how this could work and clarify scope format and objectives. Concerns raised that this could be a time intensive task to organise. | Discussed trying to align with another ucisa conference to give opportunity for an informal CoP meet-up, potentially CISG/PCMB in November. LW to progress. |
| 8 | Update and refresh the UCISA Enterprise Architecture Community of Practice web presence | The existing EA CoP and Capability websites are in need of review and rework to <ul style="list-style-type: none"> - Ensure content is current and relevant - Bring the CoP and Capability websites together | Work needed on design and content. The UCISA Web Platform is being upgraded to a newer version of Sitecore. As part of this upgrade group admins should get more control over editing and maintaining content (LW has asked for an update on timescales for rollout). | No progress Have asked ucisa for another update on timescales for rollout of new website/platform |
| 9 | Review committee membership | Review the membership of the committee (on an annual basis) to ensure that it is adequately resourced to meet the tasks which it prioritises. | Ask current members if they wish to continue to support the CoP as committee members over the coming year and can make the required time | Some changes since last meeting. Claire, Niki and Chris have now stood down as committee members. |

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| | | <p>Recognising that individuals have changing work and time pressures and the ability to commit resources to the committee may change over time.</p> | <p>and resource commitment to do this.</p> <p>Review the actions identified in the planning meeting and the allocated resources. Consider asking the CoP for expressions of interest to join the committee to support the work identified if required.</p> | <p>Welcome to Stephan and Karl who have joined the committee team.</p> |
| 10 | Building links / dialogue with EUNIS EA SIG | <p>Opportunity to liaise with EUNIS who have set up an Enterprise Architecture Special Interest Group</p> | <p>LW to have dialogue with the EA SIG following initial conversation and report back at the next meeting.</p> | <p>LW fed back on EA SIG meeting at EUNIS Conference and joint presentation with Ian Anderson UK HE Capability Model and will update at next meeting.</p> |