

2013 IT Governance Planning Summit Scribe Sheet

Group Breakout 2

The Role of a Scribe

A scribe:

- Captures and records the proceedings of the breakout sessions to assure the group can accomplish their goals.
 - Documents what is discussed during the workgroup sessions.
 - Helps the group create lists of important points.
 - Summarizes the issues from time to time as to ensure they are documented correctly.
 - Documents all issues, ideas, solutions, and resolutions provided by the workgroup.
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1. **How would you like to see the IT governance processes improve over the next year at your campus or unit?**

2. **What topics or areas should IT governance be paying the most attention to in order to provide the most value to your campus or unit?**