Inside IS&T

Inside IS&T is an internal newsletter connecting IS&T staff to news and events.

November 19, 2010

News

Spotlight: *IS&T's Plan– the foundation on which to build "One IS&T"*

In November 2009, IS&T began an effort to build a foundation and develop a plan that would provide strategic direction for our organization going forward. Today, we share with you the IS&T Strategic and Operational Plan for FY11-13. This plan is the culmination of information from all of you, collaborations with our customers, input from key stakeholders, and approval by the IT Governance Committee. Much of what you will see in the plan should not be new to you, as the components have been shared and vetted throughout the year at department meetings, in email updates, in newsletter articles, and through conversations with your associate directors and managers.

Take some time to read through the plan, in particular *Appendix A: The FY11 Detailed Operational Plan by Area*. This appendix and *Appendix C: The Communications Plan* contain more detail on the operational project goals for the organization. These will be reviewed and updated periodically as our work evolves over the course of the year.

You are encouraged to talk with your managers and associate directors about the plan, ask questions, and provide feedback.

Planning Underway for IAP 2011 - Submit Your Activities and Book Space TODAY
IAP 2011 takes place January 3-28 and is open to all members of the MIT community. If you are interested in hosting a session and haven't yet submitted it, contact Mark Wiklund, IS&T's coordinator for IAP; he can assist you with getting your event details in the posting system. Events will be publicized to the community starting in December.

In an Emergency Contact: MIT-EMS
MIT-EMS is an entirely free, student-run ambulance service that responds to emergency calls from the MIT campus. Why as an IS&T employee do you need to know about this?

While many students are well aware of this service, many MIT staff don't know it exists. This is unfortunate and not in the best interest of patient health. While calling a Cambridge ambulance may seem like a big deal and something that should be avoided if possible, calling MIT-EMS is very different. MIT-EMS is free and its EMTs are accustomed to responding to calls that do not necessarily involve serious injury. They respond to calls of any nature – even if the patient is simply ill and unable to easily get to a medical facility on their own. They are also qualified to respond to far more serious calls (such as cardiac arrests or heart attacks). Unlike many city ambulance services, they encourage people to call for minor injuries as well more serious issues.

Calling MIT-EMS (they are reached by calling the MIT Police) is much faster than calling 911. If you call 911, they eventually get the call, but it's often slowly routed through the Massachusetts State Police and Cambridge Emergency Communications Center, then finally forwarded to the MIT Police and MIT-EMS.

If you have questions about this service, contact Matthew Meisner, the Chief of MIT Emergency Medical Service or see the MIT-EMS website.

All About Staff

In this issue, *Inside IS&T* shines the spotlight on Mary Weisse, Associate Director for Data Management.

Meet Mary Weisse, Associate Director for Data Management

Mary and her husband Ken live in Londonderry, New Hampshire. They are the proud parents of two boys, Kenny (18) and Michael (12), and Shelley, the sweetest nine-year-old yellow lab in the world. They love being surrounded by nature and enjoy boating on Lake Winnipesauke and skiing in the mountains. Mary also enjoys mimosas, pedicures, and *American Idol*.

Inside IS&T: What are you most excited about for your new area?
Mary: I have a great staff. They are dedicated and highly motivated. I look forward to working with each of them to help IS&T and MIT increase the accessibility of data and make data easier to use.

Inside IS&T: What are your top goals/initiatives for your area for the coming year?
Mary: Key priorities for Data Management in FY11 are:
- Data Management roadmap: Developing and using sound data administration principles to help make all projects within IS&T successful
- Working with the community to select and pilot a new reporting tool to replace BrioQuery
- Working with the community and central departments to streamline and better define data
- Completing the development and rollout of RAFT, a reporting and forecasting tool for use by people within the departments, labs and centers

Inside IS&T: How can staff within IS&T help you accomplish your work in the coming year and going forward?
Mary: None of us can be successful unless we all are. We need to work together as "One IS&T."

Inside IS&T: You know you have been at IS&T a long time when...
Mary: …You remember what all of the historical IS&T acronyms stand for:
JCF, BLT, ASD, AISD, ITAG, AST, TAP, FSS, etc…

Inside IS&T: What is your best or strongest MIT memory?
Mary: The architectural drawings done on napkins over coffee with Steve "Wade" Neiterman (We miss you, Steve.)

Inside IS&T: How did you spend your favorite vacation?
Mary: A bareboat charter in the US and British Virgin Islands with my family.

Inside IS&T: What's the last song you caught yourself singing along to?
Mary: 1-877 KARS for KIDS

Inside IS&T: What is the most important lesson you have learned in life?
Mary: God only gives you what you can handle in life.

Monthly Staffing Update

This section provides a summary of the IS&T staffing updates for September and October 2010. Questions about staffing should be sent to the [IS&T HR Team](#).

Anniversary Milestones (in 5-year increments) Occurring in September and October 2010
(Based on the "current employment date"):

Employee	Years of Service	Month
Jennifer Shang	5 Years	September
John R. Tuttle	5 Years	October
Marco P. Gomes	10 Years	September
Renea Walton	10 Years	October
Edward F. Dolan	10 Years	October
Katherine M. Wahl	10 Years	October
Elena Zhitnikov	20 Years	September
Deborah A. Bowser	20 Years	October

Staffing Changes for September and October 2010

Functional Area	Employee	Staff Change
Administrative Systems	Dennis Racicot	Joined IS&T as a Senior Business Systems Analyst on the Fin, EHS Sourcing, Facilities Team
Data Management	Judith Abbruzzese	Joined IS&T as a Programmer Analyst III on the Data Admin & Warehousing Team
Systems Engineering	Donald Flanders	Joined the Quality Assurance Team as a Senior Programmer Analyst
Customer Support	Fritz Elienberg	Joined the Distributed IT Resources Team as an IT Consultant II
Operations and Infrastructure	Ben Martin	Joined IS&T as a Computer Network & Information Security Analyst on the Security Systems & Services Team

Current Positions Posted for IS&T (15 Total)

Functional Area	Position Title	Web ID Number
Administrative Systems	Senior Business Systems Analyst	MIT-00007217
Education Systems	IT Project Manager	MIT-00007102
	Senior Web Developer	MIT-00007307
Data Management	Programmer Analyst/Data Warehouse Reporting Consultant	MIT-00006773
	Software Engineer	MIT-00007232
Systems Engineering	Mobile Developer	MIT-00007132
	Senior Java Developer / Technical Architect	MIT-00007241
	Web Developer	MIT-00007225
	Programmer Analyst III, MIT Kerberos Consortium	MIT-00007278
Customer Support	Usability Consultant	MIT-00007260
	Team Lead, Help Desk Extended Services	MIT-00007276
	Senior Computer Assistant–Hardware Repair	MIT-00007312
Operations and Infrastructure	Senior Network Engineer	MIT-00006852
	Senior UNIX System Administrator	MIT-00007120
	Application Support Engineer/Administrator	MIT-00007268

If no "Web ID Number" is listed, the position is no longer accepting new resumes.

Job Application Information

Applying online is preferred. To find a specific job, enter the full job number (e.g., MIT-00002571) in the keyword search box. Job numbers are assigned sequentially – higher numbers => more recent posting. All IS&T positions are automatically posted on MIT's job pages. IS&T positions are also posted on Higher Ed Jobs and New England Higher Education Recruitment Consortium.

We wish to ensure that professional referrals by MIT and IS&T staff are given proper attention. Therefore, we encourage you to make the hiring manager or Ken Lloyd, Senior HR Consultant, aware of any referrals you make. Thanks!

HR TEAM	EMAIL	PHONE EXTENSION
IS&T HR Team	ist-hr@mit.edu	5-5162
Ed Dolan	edolan@mit.edu	3-8403
Steve Filipiak	sfilipia@mit.edu	3-6205
Ken Lloyd	klloyd@mit.edu	3-8235

Staffing Reminders:
IS&T HR Practices
In light of some recent inquiries by staff about promotions in IS&T, we want to reiterate our guidelines around hiring and promotions.

IS&T Hiring Practices
Even during this time of budget reductions, IS&T needs to hire to fill positions for core needs. Each vacated position is reviewed individually and decisions are made on whether to backfill the position based on critical needs, absorb the work into remaining positions, or eliminate it if appropriate.

IS&T Promotions
IS&T has been considering proposals on an individual basis and making a limited number of promotions throughout the year based on availability of an opening at the new level, staff member readiness for the new position, and the staff member's performance. We will continue on a limited basis.

All promotions, new hires, and external contractor/consultant hires are subject to review and approval by the Head of IS&T.

Events

- Infinite Mile Awards Ceremony and IS&T Pre-Holiday Celebration
  - Monday, December 6 (4pm – 8pm at the Marriott Kendall Square)
    - IS&T will begin by announcing and congratulating this year's Infinite Mile Award winners followed by a pre-holiday department party

    RSVP Deadline: November 24

- IS&T Quarterly Department Meeting
  - Tuesday, December 14 from 10am – noon (W20–La Sala de Puerto Rico)

FYI

MIT's Winter Choral Festival

IS&T's got talent – at least the Head of IS&T, Marilyn Smith, does. Come watch Marilyn perform with MIT's Concert Choir as they host their Winter Choral Festival this Saturday, November 20, 2010 at 8pm in Kresge Auditorium.

Tickets are $5 at the door. ***Members of the MIT community may pick up free tickets in Lobby 10 the week before the concert.***

If you are interested in other choral events or joining the chorus, visit the MIT Concert Choir website.

Send content and comments to the IS&T Communications Team.