Centralized Video Storage Service

Vision

Provide a cost-effective service to manage and store video content that will optimize efficiencies, support defined retention and metadata policies, and leverage, where appropriate, cloud storage in alignment with HUIT’s Strategic Storage approach.

Objectives

1. Provide a centrally managed service to manage, distribute, and retain Harvard’s video content
2. Define standards and guidelines for managing Harvard’s video content, specifically metadata and retention
3. Incorporate ability to search, identify, and retrieve video content wherever and however it is created

Key Performance Indicators

1. Increase the number of users/groups using the centralized video storage service
2. Reduce video content transfer time for the centralized offering
3. Increase standardization of naming and tagging conventions
4. Reduce overall video storage costs

Guiding Principles

• The Centralized Video Storage Service requires collaboration among many HUIT groups including Academic Technology, Storage, Networking, Library Technology Services, IAM, and Cloud/DevOps. In addition, expertise will be leveraged from non-HUIT groups including potential service consumers, General Records Schedule, Research Computing and the Library
• Our service will have clear operational ownership
• Our policy definition will often be used as guidelines to local policy definition and implementation and we will rely on communicating our value proposition to ensure adoption and impact
• Our service will shield the consumer from the underlying technical details and allow for adoption of new hardware and solutions with minimal to no negative user impact
• We will regularly measure and report on the service we provide
• Where we can provide a sustainable service that is not core to a local business, we will provide it centrally
• We prefer to buy over building
• Supporting community is important
• Clarifying service level expectations is important