

**Campus Technology Policy & Planning Council**  
**Meeting of July 11, 2005**  
**1:00 – 2:30 pm**  
**DeGarmo 551**

Present: Beckie Benner, Sara Campbell, Sam Catanzaro, Galen Crow, Dan Hayden, Edgar Norton, Brent Paterson, Barbara Nourie, Beth Schobernd, Mark Walbert, Jeff Wood, and Shari Zeck

Mark welcomed everyone to the meeting.

**New Business**

*Writing assignments*

Mark asked everyone to write a summary statement on their assignments, changing your list to a narrative.

**Announcements**

*Educause Leadership Institute*

Mark recently attended the Educause Leadership Institute in Boulder, Colorado with people from all across the country. On the second day, Mark received the award for the most convoluted IT structure in the room. He described a case study they did as an exercise whereby he used the Council as an example in the exercise and got good feedback on it.

**Old Business**

*Internal & External Environmental Scans*

Two internal plans and two external plans were distributed to the group for August discussion. Mark went through the Boulder, Colorado example for proposal submissions. The Connecticut State example shows the language regarding bringing the other universities together and is similar to our language to bringing the different parts of campus together. They also were creating a technology council.

*Tech Tuition*

We received pricing on McAfee from a vendor in Springfield for far less than we originally expected. \$103,000. We had originally said \$110,000. The tech tuition committee will meet when Mark returns from vacation. He will do the finished spreadsheet and get it out to everyone here tomorrow for feedback. Mark announced that he had learned the tech tuition drop was an academic affairs decision. Mark will ask the Provost about this when he has his meeting with him on Wednesday. He asked the group to relay this information on to their respective Deans.

*Web CT*

We are paying \$39,500 instead of \$35,000. We have options to lock in the price increase so there is only a 5% increase every year for three years. Other options would be at least a year away. After a short discussion, the group decided to continue with Web CT but then also hire someone to devote their time to Web CT support. VISTA allows faculty to do many things that we don't have now. Keith Guiltner will be here in July 14 from 10:00 – 11:30 am in ITDC 103B when he, Kate, Rudy, & Mark will be meeting. Everyone is welcome to attend this meeting. Mark will talk to Kate on Thursday, get some data, and then get back with this group. The contract is up on July 31 so the offer is only good until then.

*Mallard*

Mallard is on its way out and will save \$1,000 in software costs and more in personnel dollars.

*Internal Scan*

Mark opened a discussion on how we want to begin an internal scan. We will look for mismatches from the external versus the internal scan. When school starts, we will want to begin the internal scan. Mark will obtain some very specific ideas and asked the committee members to help with this

### **Announcements**

*Mark Walbert: Associate VP for Technology*

Mark shared information about his one on one with John Presley, who has asked that the council approve and evaluate all technology spending. This will require that we know where the campus is headed with technology and have a plan. We can start the conversation within the context of the strategic plan and promote savings by combining forces. Quantity discounts would be a positive change. The group discussed the fact that personnel time should be included in cost analysis as well as making large purchases that are not on an annual basis. There has not been any incentive to plan in the past, nor time to talk over purchases with end of the year budget dust. We need a service account fund that would level out long term costs. Mark will talk to John on Wednesday and talk about plan reviewing rather than purchase order stamping and then report back to this group. The group discussed Smart spending rather than less spending as well as how key technology spending is to teaching, learning, and the entire university.

CTSG staff and AIS staff recently attended a class on project planning.

*Edgar Norton: CoB:*

College of Business is still finishing up last odds & ends in the new building. Jim Moon begins Friday.

*Jeff Wood: CoAS&T:*

They have a technology plan and worked it this year. They renovated a computer lab with new furniture, machines, polyvision smart board, etc.

*Beth Schobernd: Milner Library:*

The tech plan this year was to start a digitization lab. The room was much more expensive than originally expected so that has caused a bump in the road.

*Sam Catanzaro: CoA&S:*

Through internal reallocation, they are searching for two support people now. They are forging some partnerships and have identified some storage area to purchase a new server. High end server technology is what they are trying to do but need space to put it.

*Beckie Benner: Advancement:*

Advancement is in the process of upgrading on third of the operating desktop systems. January 19, 2006 will be the date for rollout of the new software. They are purchasing three servers to make it all work.

*Shari Zeck College of Fine Arts:*

They have been working on Faculty upgrades and inventory, as well as trying to put together a digital sound recording area.

*Brent Paterson: Student Affairs*

They have been transitioning with centralization of computing in the area. Housing, dining and health services still have their own system but they have consolidated the other areas. They have moved some servers into Julian and are working with AIS on that. Health services has been working on security standards with data and has a system called pyramid to set up appointments and do the finances. They have been trying to determine how we would survive if student fees are frozen. We may have to start

charging for the services, insurance claims, etc. and have been trying to figure out what the costs would be to determine a plan.

The meeting was adjourned.

Next meeting

August 1, 2005

DeGarmo 551

1:00 – 2:30 pm

AGENDA: How will we do internal scans?

Vision, Mission & Guiding Principles.

Draft of external scan review

Council review of technology plans and approval of spending