Technology Prioritization and Impact Review Committee
2/14/19 – RCB355 kdw minor update 2/19/19 kdw approved 4-25-19 kdw

Scheduled meeting – 3:00 – 4:00 pm in RCB355

Agenda 1: Call to order by Mr. Ken Wester 3:02 PM

Attendance: 7

Mr. Ken Wester	Mr. Brent Drake	Mr. Wyatt Watson
Mr. Matt Pipkins	Mrs. Amy Pennington	Dr. Jeff Robertson
Mrs. Sandy Cheffer		

Not in attendance: 5

Mr. Clinton Hall	Ms. Hinkle	Mrs. Jessica Holloway
Mrs. Laury Fiorello	Dr. Johnette Moody	

Agenda 1: (Review/Approval of Minutes)

Mr. Wester asked if everyone had a chance to review November/January minutes. **Mr. Watson** made a motion of approving past minutes. **Mr. Drake** second, none opposed, minutes approved.

Agenda 2: (Review/Discussion of a request by Mr. Clay Moore on Presence Software)

Mr. Wester started the conversation with a review of the history of the information document from Mr. Moore. There was considerable discussion over the proposal, understanding that it would simply replace an existing backend to the LINK, the LINK URL and information would remain in place to not cause disruptions with access, naming and changes to documentation. **Mrs. Pennington** confirmed with Mr. Moore that the system had Single Sign-on and the LINK.Com URL was owned by the University. **Mr. Drake** was interested in whether the system would provide information to Alumni on activities overtime to assist them in setting up reunions, etc. **Mr. Watson** and **Mr. Wester** were interested in data that could be derived from the system for later use in University Analytics. **Mrs. Cheffer** wants to know the actual cost, **Mr. Wester** stated it was within what they were already paying, but he would find out the actual cost and report back.

A motion by **Mrs. Pennington** to recommend to Mr. Moore to proceed with the process as needed, that the committee didn't require any further information. **Dr. Robertson** second, none opposed. **Mr. Wester** will complete a recommendation from the committee. *2/19/19 – Spoke with Mr. Moore cost of the product is approximately 5K.*

Agenda 3: (Discussion of the Technology Budget Estimate for 19/20 and current budget)

Mr. Wester started the conversation by refreshing the conversation from January on the overview of the issues of how money moves in and out of the Technology Budget. **Mr. Wester** stated that he had been digging into the budget with the assistance of the Budget Office and Accounting to identify items identified as prorations. **Mr. Wester** identified for 18/19 a little over 232K of prorated items that were applied to the AFTSEM/AFT60% budget on July 2^{nd,} 2018.

This, as indicated by **Mr. Wester**, was helping to show how monies moving between the budgets and reserves were affecting the budget during the year and artificially inflating the reserve with monies that would be needed by the budget to continue operations during the year.

Although new prorations and extended prorations reappear in the budget around June 15-20, the budget has to support the current load and any prorations if money is not moved back into the budget from the reserve. This has been the case for the past couple of years while the budget study has been going on.

Mr. Wester stated that he was still working with Budget and Account to get down an accounting method and expense method that will allow a clearer view of the budget and reserve accounts.

Mr. Wester indicated his major concern was items coming up for renewal in 20/21, Prorations and Bond payments that will still be occurring in the same period as the needed replacement period. Mr. Wester is unsure if sufficient IT Reserves will be in place to offset these differences.

More work and study is required.

Mr. Wester stated that right now on the 19/20 Estimated IT Budget that it is short by about 214K and that was his reasoning in requesting the re-allocation of the Technology Fee money for 19/20.

Agenda 4: (Round Table)

Mr. Wester discussed some information concerning the University Network Refresh Review to understand the overall financial impact.

Meeting closed at 4:00 pm