

Scheduled meeting – 4:00 – 5:00 pm in RCB355

Call to order by Mr. Ken Wester 4:06 pm

Attendance: 8

Mr. Ken Wester	Mr. Clay Moore	Mr. Brent Drake	Mrs. Jessica Holloway
Mrs. Niki Schwartz	Mrs. Sandy Cheffer	Mr. Matt Pipkins	Dr. Debra Hunter

Not in attendance: 7

Dr. Mohamed Abdelrahman
Mr. Wyatt Watson
Mrs. Amy Pennington
Ms. Bernadette Hinkle
Mrs. Niki Schwartz
Mr. Chris Rambo
Mrs. Laury Fiorello

Agenda 2: (Review Minutes)

Passed around last month minutes for review received a motion from **Mrs. Holloway** to approve the minutes as written, second by **Mr. Moore**. So Moved and Approved by All in Attendance.

Additional notes:

Passed around copies of Student Services example of Computer Refresh to get another example.

Passed around a copy of the Technology Need 18/19 document that was submitted to the Fee Committee at its last meeting and talked about the dollars identified in the document and that I left the meeting with a 2-dollar fee suggestion with the committee and that it was tabled for further discussion.

Agenda 3: (Review of 18/19 Proposed Technology Budget Spreadsheet)

Mr. Wester - opened the discussion and asked everyone to look for items of concern or question. While that was underway, **Mr. Wester** talked through the lines that were identified on the spreadsheet in orange as new additions to the spreadsheet and how they related to the Technology Needs 18/19 document.

Mrs. Holloway identified the VPT (Video Production Trailer) Line on the sheet amounting to 35K and suggested that it should be reviewed further for possible removal. **Mr. Wester** discussed how that line came to be on the sheet and the anticipated use of those funds in 18/19. **Mr. Drake** made the comment

that maybe it should be left on the sheet as a placeholder, but ensure sufficient justification before utilizing the funds. **Mr. Wester** suggested there is time for further discussion, and we would address before committing the line to the final budget.

Mr. Moore asked questions about the Blackboard line and the increase of 65K for moving to the hosted solution. **Mr. Wester** addressed how this came about and the 20K identified for possible re-use and the 20K of possible unexpended funds. **Dr. Hunter** expressed her approval for moving it forward, citing the Blackboard outage on December 6 as an example. **Mr. Wester** also cited the Winter Intersession and Blackboard services as an example of having to keep campus resources live for Blackboard during that time.

Mr. Drake asked about the possibilities of hosting Banner in the future. **Mr. Wester** stated that this was not in a place yet with Ellucian that would make financial sense. He talked about what would be happening in moving Banner off the IBM platform and onto our Virtual Server environment possibly saving 400K or more along with that move in 20/21/

Mr. Pipkins asked about the Deep Freeze subscription and why it was removed from the sheet last year. **Mr. Wester** discussed what Deep Freeze did and would check on why it was removed from the Ozark Line (12-13-17, **Mr. Wester** verified at the last renewal it was added together, and OIS paid the PO due to the way the company was charging. The cost was insignificant and was left on the OIS Deepfreeze line).

Mrs. Cheffer mentioned attempting to be sure and align as fully as possible the Technology Needs 18/19 document and the Spreadsheet to ensure there was no confusion and a clear view of the suggested increases to a specific line. **Mr. Wester** stated that he would ensure that would occur. (12-13-17, **Mr. Wester** reworked the spreadsheet and Technology Needs 18/19 document to align the numbers to both documents. Sent these back out on 12-13-17).

Mrs. Cheffer suggested that the committee concentrate on what items were on the sheet and not to focus to heavily on the dollars associated with each line because they will undoubtedly change during the budgeting process. **Mr. Wester** agreed.

A motion was called to submit the budget sheet to Budget Advisory as listed, taking into consideration the changes mentioned in this meeting. **Mr. Wester** suggested that he would write up a recommendation with these items considered and ensure everyone on the committee was informed and would have an opportunity to comment before the December 18th submittal to Budget Advisory.

Mr. Drake made the motion to submit the budget as described, **Mr. Moore** seconded. So Moved and agreed by all present.

Agenda 5: (Round Table)

No additional items to discuss. **Mr. Wester** thanked everyone for participating in the Spring Meeting Doodle and will post that meeting schedule soon. **Mr. Wester** thanked the committee for their time and efforts.

Meeting closed at 5:14 PM