Technology Prioritization and Impact Review Committee
2/8/18 – RTH456 – approved 3/8/18 kdw

Scheduled meeting – 1:00 – 2:00 pm in RTH456

Agenda 1: **Call to order by Mr. Ken Wester 1:05 pm**

Attendance: 7

Mr. Ken Wester   Mr. Wyatt Watson   Mr. Brent Drake
Mrs. Amy Pennington   Mrs. Sandy Cheffer   Mrs. Jessica Holloway
Mrs. Laury Fiorello

Not in attendance: 7

Dr. Mohamed Abdelrahman   Mr. Matt Pipkins   Mrs. Niki Schwartz
Ms. Bernadette Hinkle   Mr. Clay Moore   Mr. Chris Rambo
Dr. Debra Hunter

Agenda 2: (Review Minutes)

Mr. Wester postponed approval of the minutes to March 2018 due to a lack of a quorum. We will review at the March Meeting.

Agenda 3: (Review of Two-Way Texting System)

Mr. Wester - opened the discussion and asked everyone to look at the provided review sheets handed out to consider using something like this for product reviews. (See attached sheet on two-way texting).

Mr. Wester – went over the request from Dr. Bedsole and explained what two-way texting was, what it might replace, how it fit into the communications scheme for the university and what other possible units would use the product. **Mrs. Pennington** suggested that we consider this as a "Pilot" since it had not been used at the University before. **Mr. Watson** suggested it would be very useful for Financial Aid and knew they needed such a product. **Mrs. Holloway** wanted to ensure that the product would be by named users and the respective units paid their licenses. **Mrs. Cheffer** was in support of such a product. **Mrs. Fiorello** indicated support by Ozark especially in FinAid and Admissions, such a product had been in need for some time.

There were additional questions on Enterprise Model, Least number of users and overall cost. **Mr. Wester** shared the cost with 40 users identified across multiple departments. This product was an Enterprise capable system, was used at Dr. Bedsole's previous location and that he supported the product as well.

Since there were only 7 members at the meeting, a request would be sent to the other members with the attached review sheet to get further questions and reviews.

At this time, **Mr. Wester** believes there is enough support to allow this request to move forward from the committee. Albeit there may be additional questions before the final purchase process and may be required for RFP to move forward through procurement.

Agenda 4: (Transfer Student System)

Mr. Wester - opened the discussion and asked everyone to look at the provided review sheets handed out to consider using something like this for product reviews. (See attached sheet on Transfer Student System).

There was much debate on this particular system concerning impact, cost, implementation schedule of 6 months and prioritization considerations if recommended. **Mr. Watson** was particularly concerned with impact on the Registrar's Office. **Mr. Drake** raised additional questions on the impact of Banner 9.

More information is required, all members will need to be able to review before any more discussion can be had on this product review.

Mr. Wester will send out that attached review sheet and documentation to absent members for review. Additional discussion will be on the March Agenda.

Agenda 5: (Discussion of What If's Budget)

Mr. Wester quickly mentioned that with the possible flat budgets, a normal 6.5-8% increase in cost of operating on the Technology Budget, some though decisions might have to be made and that he will draft a few examples of the budget in that consideration but we need to review how we may adjust the budget if required.

Agenda 5: (Round Table)

Time was up before being able to do much additional discussion. Although **Mr. Drake** and **Mr. Watson** asked information concerning ARGOS backups, **Mr. Wester** said he would verify the process.

Meeting closed at 2:00 PM