Technology Prioritization and Impact Review Committee
10/24/18 – RCB355 kdw amended 11/7/18 minior error kdw

Scheduled meeting – 2:00 – 3:00 pm in RCB355

Agenda 1: Call to order by Mr. Ken Wester 2:05 PM

Attendance: 8

Mr. Ken Wester	Mr. Brent Drake	Mrs. Amy Pennington	Mrs. Sandy Cheffer
Mr. Matt Pipkins	Mrs. Jessica Brock	Mrs. Jessica Holloway	
Mr. Nathan Kraft (Proxy – Ms. Hinkle)			

Not in attendance: 6

Mrs. Laury Fiorello	Mr. Wyatt Watson	Mr. Clay Moore	Dr. Jeff Robertson
Dr. Johnette Moody	Mr. Clinton Hall		

Agenda 2: (Review Minutes)

Mr. Wester the asked if everyone had a chance to review August and September minutes. All stated they had and there was a motion by **Mrs. Holloway** to approve the minutes, second by **Mr. Drake** and none opposed.

Agenda 3: (Adobe Upgrade to Campus License)

Mr. Wester started the conversation with a review of Adobe usage on campus and how the University is currently licensing the product. **Mr. Wester** went on to explain the how the Technology Budget was inadvertently affected by unit purchases of Adobe under the current licensing model and that they were looking into the necessity for chargebacks due to this issue. **OIS**, in discussion with CDWG reviewed what it would take for the University to move to a University License which would give us the Full Adobe Cloud Suite (**Mr. Wester** will confirm and provide a list of products covered) thus lifting the restriction on licensing, ease procurement methods and make the license tracking and compliance a much easier process. This change would cost approximately 17K in additional cost to the budget but would provide 2500 computer copies and license all faculty and staff on both campuses and provide a take-home copy for faculty staff. Although there was agreement from the committee to move forward, we tabled a motion until an email could be sent confirming the cost, count, and products delivered by the license.

*11/5/2018 – additional information on Adobe. **Mr. Wester** confirmed the users count and cost $17,926.92 in 18/19 to align correct adobe contract to Site Licenses and for 19/20 $77,788.95 which is $62,377.61 a difference of $15411.34 for 19/20. The license would include 2005 desktops and 1509 employee count, which includes the Ozark Campus and ATCC personnel.*

See I:\IT Priority-Impact Committee\Committee Work\2018\Oct\Review Items\Adobe for product list and additional confirmations.

Agenda 4: (Discussion of Microsoft Campus License)

Mr. Wester started the conversation reviewing how we came onto a Microsoft Campus license. He explained the previous mail systems and that we had been spending more than 250K per year delivering and protecting mail and that we had previously attempted moving to Gmail and had to back off due to security concerns. A couple of years later found a path to Microsoft Office 365 Mail as a free platform that came with our Microsoft Campus Agreement that was providing licenses for Desktop OS, Server OS, Microsoft Office, and other Microsoft product licenses. Microsoft has been providing these services to us via Educational Free licenses for nearly ten years. It was brought to the University's attention that Microsoft would be initiating a new license model A3 and A5 (Comparison Chart is in the Committee October Review Folder). Under this new model, how we license and who we license will change, and the cost based on preliminary quotes would double our current licensing costs. Approx 69K to 124K (without ATP) to move to A3 (which is equivalent to where we are now) and moving to A5 with ATP (advance threat protection) would be approximately 241K per year.

What we don't know right now is when Microsoft is going to force us to the new licensing model, we believe it will be in the next budget year 19/20. This will also require a new Master Agreement and Mrs. Hollway is going to check with the State Procurement as this affects all Educational Customers.

Currently, our renewal is due in November 2018, and we have a valid quote to remain where we are and how we are licensed. It is under consideration to license the ATP (Advanced Threat Protection) at approximately 35K to assist with better protecting our email from Phishing, Malware and other security concerns, **Mr. Wester** believes this program integrated into Microsoft Office 365 would be cheaper and cleaner than attempting to find an add-on or pass through appliance to accomplish this need.

Agenda 5: (Discussion of EverFi Funding and the Budget)

Mr. Wester started the conversation with a slight review of how EverFi made it to the Technology Budget and how the funding was initially split to get it for 18/19. **Mr. Wester** asked **Mrs. Penningtion** to elaborate on EverFi and the need for identification of full funding need.

Mrs. Pennington reiterated how the EverFi need came about, the mandate from Federal and State Compliance Agencies for the type of training that it provides and the efforts that would need to be in place if the software was not available. Mrs. Pennington provided a three-year quote @ 59,850.00 per year which is a slight increase from the 18/19 cost of 57,000.00; she went on to provide the current statistics showing the use of the software for Students (Freshman, Returning, Undergraduate and Graduate), Faculty and Staff on all campuses. **Mr. Wester** will ask **Mrs. Pennington** for a copy, as she provided additional stats that we not in the review request. *11-5-2018 – See I:\IT Priority-Impact Committee\Committee Work\2018\Oct\Review Items\Everfi-Stats-Info.docx for stats information from Mrs. Pennington.*

At this point, **Mr. Wester** injected into the conversation a point and suggested the need for a decision flow/formula in considering the Technology Budget as a funding source. Taking on EverFi would be approximately a 52K increase to the 19/20 budget. There was much discussion around this topic and the needed and concern of how to apply the formula and when. There would be a more gray area, and the

Mrs. Cheffer noted there might need to be layers of if/then within the decision process for it to be effective.

That conversation said we agreed to consider it for future discussion and review and move on with the EverFi funding request.

EverFi provides compliance for a Federally and State Mandated requirement; It impacts all Students, Faculty and Staff and all campuses. It provides additional content, not previously available and a methodology or delivery and documentation that would be difficult if not impossible to duplicate in a manual process.

Mrs. Cheffer made a motion to move forward with 3-year funding from the Technology Budget with the idea that we still move forward with the formula creation and at that time use it to review all items on the Technology Budget. **Mr. Drake** would like to include the review and consideration at some point that the Software and its Budget be aligned to the Title IX compliance office as the owner and manager of the system. Mrs. Holloway seconded the motion and with a vote of 8-0 the motion passed.

Agenda 6: (Discussion of Funding Items for 19/20)

Mr. Wester talked over My Majors and that this software was being canceled and removed from funding for the for 18/19 effective October 21, 2018. Returning 12,500.00 to the budget. **Mrs. Brock** added that her area (Admissions) did not see any need for the software.

In discussion with how Everfi's 52K impact would be dealt with, there was additional discussion of items that might be dropping off, **Mr. Wester** stated that the lines for Boss Cars had been in the discussion of moving to Public Safety in 19/20 due to fee/budget alignment. This would return an additional 28K+.

Mr. Wester commented that this was a need in all IT Budget areas, for many years some packages were added to various budgets that might not have been the right place for it, but it was where funding was at the time. Some of these items need to be reviewed for transfer of funding ownership, and some may need to transfer with funding going with it to properly align ownership, management and funding sources.

The 19/20 Technology Budgets are under stress, and some work will need to align and balance this budget without receiving additional funding or move some funding items to other funding sources.

Meeting closed at 3:14 PM