Members Present: Alan Bearman, Bob Boncella, Robin Bowen, Tom Ellis, Michael Gunter, Wanda Hill, Don Kellogg, Juli Mazachek, David Monical, Gary Schmidt

Information Technology Consulting Services RFP

- VP Hill provided clarification on the RFP process.
  - The pre-proposal conference was led by Mel Ragar, Purchasing Director, to answer any questions vendors had about the RFP. This was the first time Washburn allowed vendors to participate in a pre-proposal conference by telephone. Eleven firms participated in the conference by phone, with one firm sending a representative in person.
  - Eight firms provided responses. There is no pre-conceived winner.
  - The consultant will be asked to evaluate the current technology environment. One of the charges to the consultant will be to look at the current organizational structure. Security knowledge will be a crucial part of the decision.
- The faculty will be involved as much as possible in the process. To maximize faculty participation, the consultant will not be brought to campus until the first of August. Some preliminary work, including review of documents, may be done prior to August.
- VP Bowen and VP Hill will jointly act as the primary point of contact with the consultant.
- Committee members were asked to rank their top vendor choices based on their evaluation of the proposals. The votes were tallied, with Huron Consulting and Kaludis Consulting receiving the most votes. It was decided to bring only the top two consultants to campus at this time.
- Huron and Kaludis will be notified and brought to campus for interviews as soon as possible.

Technology Budget Requests

- The request list was distributed and discussed.
- University PCs are on a four-year replacement schedule. This year we will have approximately 500 PCs four years old or older. If all priority one requests on the current list are funded, it only leaves funding for about 72 PCs. The list was revised to allocate funding for more PCs. Dr. Gunter will send out an updated list with the changes approved by the committee.