Technology Steering Committee Meeting

March 10, 2011

Members Present: Rick Anderson (VPAT), Bob Boncella (Business), John Christensen (Law), Cynthia Hornberger (President’s Office), Donna LaLonde (Math), Richard Liedtke (Enrollment Management), JuliAnn Mazachek (Foundation), Denise Ottinger (VPSL), Randy Pembrook (VPAA), Rusty Taylor (Applied Studies), and Elliott Haugen (ISS). Scheduling Conflicts: Alan Bearman (Mabee Library), JuliAnn Mazachek (Foundation). Guest: Nancy Tate (VPAA Office)

Agenda:

1. Approval of Minutes. The minutes of the Technology Steering Committee (TSC) meeting of February 17, 2011 were approved. Minutes are posted on the ISS “Committees” web site.

2. Past Issues:

2.1. Update on CIO/Director of ISS Search (R.Pembrook, R.Anderson). The draft job description was shared with the Faculty Senate and Professor Jacobs (president expressed his thanks for that opportunity). R.Anderson reported that the recruitment has begun with the posting of online and print ads. Applications are due March 25, 2011, but will remain open until the position is filled. The job description is on the Washburn HR web site.

Nancy Tate and Steve Angel (representing Faculty Senate) will chair the search committees which will include all TSC members, except Dr. Pembrook, R.Anderson, and E.Haugen. In addition, Lynn Bailey will represent Staff council, John Haverty will be the ISS member, and WSGA has been asked about their desired role on the Committee. The Committee will make its recommendations to Dr. Pembrook and R.Anderson, who will discuss the finalists with Dr. Farley. Search committee meetings will begin immediately with a goal of holding campus interviews the end of April. HR will screen for initial qualifications and the search chairs will review those eliminated. Email and electronic documents will be used as much as possible, although printed notebooks will be available in HR.

A motion to accept the recommended search committee was made, seconded, and approved.

2.2. Status of Washburn’s Strategic IT Plan. R.Taylor reported that the IT strategic planning task force continues to develop goal/objective statements around five core themes. The group is drafting the IT infrastructure, the University services, and the communications/collaboration themes. A final draft will be ready mid-April and opportunities provided for campus input, including a University open forum.

2.3. Technology Day. R.Taylor updated the TSC on the technology day that the Faculty IT Advisory Council (IITAC) organized for Friday, March 11, 2011; this is also a Junior Day, hosted by Admissions. There will be workshops, demonstrations, and door
prizes. Posters, signage, and WCTV announcements and campus emails have been used to publicize the event. FITAC appreciated the support of their faculty colleagues, the vice presidents, and the presenting/supporting groups.

3. **New Information/Issues.**

3.1. **FY12 Technology Budget Recommendation.** E.Haugen led the discussions on the Technology budget process and the recommendation forwarded by the FITAC (Faculty IT Advisory Council). The TSC moved, seconded, and approved a motion to forward to Dr. Farley a request for $600,000 for the technology requests approved by the FITAC, with a secondary option at a $400,000 funding level.

3.2. **Username Expirations:** N.Tate and R.Liedke raised questions about the expiration of student usernames (email). There have been several complaints lately about the removal of access. E.Haugen stated that nothing has changed, but that there are expiration procedures for students who have not attended for at least one term. Several asked about the possibility of eliminating or changing the expiration period. Dr. Pembrook asked about access for MyWashburn for affiliated University entities, e.g. Friends of Mulvane. Others suggested alumni access should be considered. E.Haugen said he would return to the TSC with the current expiration procedures for further discussion.

Prepared by: Elliott J. Haugen, Interim CIO/Director, Information Systems & Services

Approved by Technology Steering Committee: April 26, 2011