Members Present: Rick Anderson (VPAT), Rick Barker (Computer Science), Bob Boncella (VPAA Representative), Donna LaLonde (Math), Richard Liedtke (Enrollment Management), Denise Ottinger (VPSL), Nancy Tate for Randy Pembrook (VPAA), Rusty Taylor (Applied Studies) and Floyd Davenport (ISS). Scheduling conflicts: Alan Bearman (Mabee Library), JuliAnn Mazachek (Foundation) and Cynthia Hornberger (Assistant to the President).

Agenda:

Floyd Davenport (ISS) opened the meeting.

Approval of Minutes. The minutes of the Technology Steering Committee (TSC) meeting of January 23, 2012 were approved after adding a comment on the ETC Budget discussion from Rusty Taylor (Applied Studies). Minutes are posted on the ISS “Committees” web site.

1. ETC Budget Proposals. The committee reviewed the priorities set by the requesting departments, unit heads and the Faculty IT Advisory Committee.

1.1. Rusty Taylor (Applied Studies) discussed the importance of distance learning technologies for the Allied Health courses and suggested that a funding model supporting distance learning activities needs to be developed. He compared the software support for distance learning to mediated classroom support for face-to-face instruction.

1.2. Nancy Tate (VPAA Office) and Rick Anderson (VPAT) clarified the use of ETC Budget funds to be for one time expenditures and not on-going support contracts.

1.3. It was decided the current categories of funds for identifying technology requests (e.g., PDL - Distance Learning and Instructional Media) should be reviewed for next FY.

1.4. ISS was tasked with reviewing the current Desktop/Laptop Computer Replacement model and making recommendations which recognize the different computer processing needs across campus.

1.5. The committee made the following recommendations.

- Fully fund all priority 1 requests with the follow two exceptions.
  - Increase request #1, 4-Year Replacement Cycle (VPAT) by $295.
  - Partially fund request #61, Process Automation Software (EnrMgm) at $40,000 with the expectation of funding the remaining $47,500 in FY14.
- Change both request #23, Logitech HD Pro Webcam and request #24, Adobe Learning Suite License to a Priority 1 and fully funded each.

Prepared by: Floyd Davenport, CIO/Director, Information Systems & Services
Approved by Technology Steering Committee: March 27, 2012