Technology Steering Committee Meeting  
March 27, 2012

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

Agenda:

Floyd Davenport (ISS) opened the meeting.

Approval of Minutes. The minutes of the Technology Steering Committee (TSC) meeting of February 14, 2012 were approved. Minutes are posted on the ISS “Committees” web site.

Discussion Items.

1. New Storage System Implementation. One performance issue has been resolved with the vendor. About 95% complete with about 315 faculty/staff accounts remaining. Tentatively planning May 27th for shared drive migration (Memorial Day weekend).

2. Phone System Upgrade. Funding has been approved and a P.O. is in progress. Target installation is June/July. The upgrade will include new E911 functionality.

3. Learning Management System. A 14 month timeline is being reviewed. Timeline includes product reviews, faculty input, RFP, funding approval, training development, migration, and cut-over (see attachment). ISS is converting a vacant position to an Online Education Support Specialist to augment the effort as well as continues support.

4. Cindy Hornberger provided an update to the development of the new Washburn website. The launch date is set for May 21, 2012.

5. Floyd Davenport reviewed the ISS technology funded in ETC Budget.
   a. $283,000 in computer replacement. RFP in purchasing.
   b. Wireless networking for Living Learning Center - RFI being developed.
   c. Telephone System - P.O. in purchasing.
   d. Video Server - rubric being developed

6. Floyd Davenport presented usage data for computer labs across campus. Data will be gathered for an additional month and then presented at the May meeting.

7. Members discussed a budget model for the cost of student printing. One model currently being evaluated is to charge students $.012 per page after an initial 250 pages of free printing. The intent is to find a model which could cover the cost of printing consumables (paper, toner…). 75% to 80% of students do not print more than 250 pages/semester.

8. ISS has installed WordPress, a blogging platform and will publish a new Washburn IT blog with the new Washburn website. ISS will open up WordPress for other units after the new website is operational.

9. The committed provided in put into the membership of the new Washburn Information Systems Advisory Council.
Prepared by: Floyd Davenport, CIO/Director, Information Systems & Services

Approved by Technology Steering Committee: