Information Technology Committee Meeting  
May 11, 2012  
Held Electronically  

Present: Steven Sachs, Cindy Miller, Judith Keats, Julia Turner, Rolando Garcia, Sam Hill, Dee Martin, Allen Sinner, Bernard Schmidt

The focus of today’s meeting was to go through the draft technology plan budget and ready it for Administrative Council’s review before it is sent to the VCCS for final approval. Also to discuss options for distributing campus technology funds next fiscal year. The College still does not have final FY13 budget information from the state. Our technology plan has to be submitted to the Virginia Community College System by July 1 for approval. Some of our draft technology budget may change once we hear our actual funding.

Dr. Sachs explained the draft budget line by line. Clarifications were made and questions were answered on each. He pointed out that campuses also receive technology funds directly to spend on their determined needs. One of the salary figures in the technology plan is for P-14s to keep computer labs open more hours. There are a couple of new software costs for next year. One is for Rosetta Stone and also for renewal of Adobe Creative Suite. Adobe had been licensed for multiple years in the past and is due for renewal this year.

Equipment replacement: Steve explained the history on equipment 4 year replacement requirements, and the PC replacement formula.

There were questions on other items for possible inclusion in tech funding. Some of the items brought up are not ones appropriate for tech funding.

The Committee approved the draft tech plan budget. It will go to the Administrative Council for approval before going to the VCCS.

It is up to the ITC to recommend how technology dollars will be distributed. Dr. Sachs showed the campuses technology plan funding requests. There was discussion on how to determine distribution of technology funds in view of the great variations on amounts requested among the campuses. Various distribution methods were discussed as well as possibly special funding for innovative projects. The committee decided to recommend a distribution model based on campus FTEs.

The composition of ITC membership was reviewed for possibly changing representation. The committee will recommend that each campus Provost create a campus committee on and each send a representative from that group to ITC.

Different scenarios for distributing tech funds will be sent to the committee members to get a consensus on which to recommend to the Administrative Council. Steve will get back to everyone on this next week.

No other concerns came up.