
Minutes of the April 29 meeting were approved.

**Strategic Plan**

Dr. Sachs presented the draft of the IT Strategic Plan based on the changes approved at the last meeting for one final look by the committee. The committee approved the plan. It will be forwarded for Administrative Council action later this summer or early Fall.

**Review of Technology Planning Materials**

The Committee was given an opportunity to discuss background technology planning materials prior to reviewing the College Technology Plan for FY17. These included the Campus Technology Plans, reviews of FY16 Campus Technology Plan spending, and the college-wide technology survey data. The committee members had no comments or questions.

**College Technology Plan for FY17**

The Committee reviewed changes made to the College Technology Plan since the last meeting based on comments at the meeting, new cost data, and information from the VCCS. The current draft of the plan was $267,507 over committed. To bring the plan in balance, additional prepayments, holding off the purchase of some network software (such as ExtraHop), and salary savings will be used. Specifics were discussed later in the meeting.

There continues to be a new emphasis at the VCCS and by the auditors on security for the network and applications. One possible addition to the plan is the product Tanium, that would be a replacement for several other products, but that would cost $225,000. It may become a VCCS requirement in the future, but was discussed but not added to the plan.

A request was received from the MEC Campus LTR Dean to include funding to support college wide sign in and data collection systems for tracking Library, Testing and Tutoring services patron use (ex. Springshare, Registerblast, Accudemia?). She was concerned that it is impossible to have operational consistency and track student outcomes when some campuses can accommodate the cost of this software and others are forced to use homemade, cheaper or manual alternatives which do not have the required functionality to meet reporting and auditing requirements. She also asked to include a college software license monitoring system. The Committee discussed these requests. These applications currently in their first year of college-wide use and it was decided to treat the coming year as a pilot to see if they met user needs, and then consider them for funding next year. An additional problem is that there are no available funds in the Technology Plan, and a number of things could not be
funded for FY17, plus the campus technology plan funding was cut. So, even if these applications do meet the user needs, there may not be funding for them next year, either. The issue of a software license monitoring system was also discussed. Dr. Sachs pointed out that the college has tools for this now, but the issue of licensing is complicated. The tools require the computer to be on the network, and many laptops are not regularly on the network. The tools also pick up so many licenses, including earlier versions that have been upgraded to new versions of the software. There is also an issue of the sheer volume of software titles that make using the software in a practical way difficult. This is an important topic that will be an ongoing project for college; and there is not funding currently available.

The future use of Panopto was discussed, along with the usage and survey data. There is no clear guidance from the data, though use is dramatically lower. There was concern that the lower use was in part due to the lack of emphasis with faculty and the lack of an ongoing training push. The committee recommended making it a bigger priority at the start of Fall to see if there was renewed interest before making a final decision on renewing the license in November. It was also suggested we see what tool the universities were using.

Since the cost of shared licenses and costs has not been finalized by the VCCS, the committee developed a plan for adjusting the technology plan prior to Administrative Council approval in June. The list of adjustments developed by the committee are as follows:

1. Eliminate computers and phones for new employees (should not be a problem due to the hiring freeze.)
2. Use salary savings, if any, from the positions funded by the technology plan.
3. Reduce campus technology plan funds further.
4. Eliminate Panopto funding. This item should be reviewed in September after the emphasis on training to see if it should be moved higher on the list or eliminated from the list.
5. Reduce Instructional Software
6. Reduce the funding of equipment for students with special needs, then review the funding in early Spring and reallocate funds if necessary
7. If the funding shortfall is severe, reduce purchase of servers and switches in FY 17 and make the cuts up at the beginning of FY18 to stay on the refresh schedule; and consider attempting to further reduce the cost of the computer refresh.

If it turns out there are additional funds available to allocate, consider restoring campus plans to the prior year’s level and purchasing the ExtraHop software to provide extra security for PII data.

During the discussion it was pointed out that the pressure on technology funds in the future will likely increase due to the need to refresh equipment in new buildings, shared VCCS data center costs, and continuation of some new initiatives (such as Q-less line management software or other security software).

The Committee approved the technology plan with the adjustments to bring it into balance as described above.

The Committee recommending following the FTES model for distribution of campus technology plan funds, and waiting until Fall to distribute them in case there were increased VCCS costs that required further cuts.
The committee asked that Dr. Sachs alert the campus LTR Deans and IT Managers about the pending cuts to campus technology funding now prior to final Administrative Council action so they could begin to consider cuts and how they would adjust their plans for FY 17.

New Business

The members had no new business items, so the Committee adjourned for 2015-16. Dr. Sachs advised them that if there was additional need for Committee action, he would contact them by email.