Memorandum

To: Distribution
From: Andrea Miller
Date: May 15, 2017
Subject: University Technology Council (UTC) – May 15, 2017

Attendance:

Present: Adam Paulick, IT Services; Joe Fugere, IT Services; Andrea Miller, IT Services; Kathy Smith, Kenai Peninsula College; Katie Walker, College of Education; Robert Stott, College of Business & Public Policy; Lee Henrikson, Community and Technical College; Dave Dannenberg, Academic Innovations & eLearning; Ian Bushell, Kodiak College; David Fitzgerald, Faculty Senate & ACDLITE; Mike Robinson, Consortium Library; Vince Yelmene, Mat-Su College; Karen Andrews, Disability Support Services; Larry Foster, College of Arts and Sciences

Absent: Ryan Belnap, Prince William Sound Community College; Angelia Trujillo, College of Health; Dennis Drinka, Faculty Senate & ACDLITE; Randy Moulic, College of Engineering

1. Welcome and Introductions
   a. Call to Order 1:06 pm

2. Review and approval of agenda
   a. Approved with additions

3. Review and approval of minutes
   a. Approved with corrections

4. Discussion items
   Carry Over
   a. Call Center Presentation and Managed Print Initiative (Joe)
      i. Student Technology Fund (STF) Spend
         1. Estimated budget from received fees was fairly accurate.
         2. Supported Computer Lab Initiative Budget – lab refresh has happened.
         3. Managed Print
            a. First print allocation usage was slightly understated. More students used this print allocation than planned. This may be the result of the marketing campaign.
b. Of the second print allocation, students spent only $9.6k out of estimated $144k.

c. Two organizations took advantage of the 50/50 managed print station offer: English and NSB.

d. Additional Print Stations: pushback from Housing to put print station in housing buildings. Housing says the one in the Commons is good enough.
   i. Discussion on how to move forward with this.
   ii. Recommendation to request to run a trial with a managed printer in the commons to see how much it is used.
   iii. Request for total cost of a print station, not just set up, include support/supplies.

b. Educause survey (Dave)
   i. Survey is done. We should have the raw data by July.
   ii. 479 student responses and 73 faculty responses.
   iii. Survey notification was sent out via email, G&G, etc.

c. Strategic Pathways IT Direction #1 update (Adam)
   i. Received feedback from a few organizations that have positions that are effected. Based on committee recommendation they either support the recommendations or request minor tweaks in recommendations.
   ii. Next step is to go to Sam Gingerich and Pat Shier.

d. Grammar checker (Bob)
   i. Vendor got back quickly with a completed a VPAT.
   ii. VPAT was forwarded on to Karen in DSS who is reviewing the document to ensure it meets DSS’ guidelines and requirements for accessibility.

e. ECC survey (Adam)
   i. Survey closed 5/8/2017 at 5:00 pm.
   ii. Comments on survey being biased towards Microsoft Outlook. No opportunity to say if they favored Google/Gmail.
   iii. Results will be made public.

f. Budget Update (Adam)
1. Discussion about usage/spending of student fees. Look for other ways to use student fees. Is the STF aligned with serving all students?
   a. The amount of the STF has never been thoroughly reviewed. We will want to do this prior to deciding to lower student fee.
   b. What other services can be provided to students using this fee?
2. Additional print allocation
   a. Will continue for summer until the end of the fiscal year. The committee voted on the matter and a majority approved the motion.
   b. Continuing the additional print allocation for fall semester will be discussed and determined prior to August.
3. Proposed to meet before August in June or July to review budget and STF.
   a. Develop a form and rubric for reviewing funding requests for projects.
4. Blackboard backups
   i. Recap: Fairbanks had proposed archiving courses and sending them to Google Drive so files would all be accessible by Bb administrators.
   ii. Feedback from ACDLITe:
      1. Sounds great, but don’t see a need to put it to Google Drive.
      2. This may be a side use case. Have not heard of many issues in the past where instructors have needed to use these achieved backups.
   iii. Cost for 10 rolling back ups would be $4500/year.
5. UTC moving forward
   i. Appointment letters and requests to serve
      1. In the past (prior to 3 years ago) Chancellor’s Office would send notices to Deans to request nominations.
   ii. Overall function of UTC is useful, but now that there is a formal governance structure at Statewide how does UTC fit into that?
      1. UTC seems to primarily serve in an advisory role to the CIO and manage the allocation and spending of the STF Budget. Main function is advisory
      2. Sees UTC as potentially being able to provide IT governance to create consistency in how technology is used. Should there be a governing body for IT?
5. New Business
   a. Do we know if as a whole IT is close to the 20% dedication in spending as per Strategic Pathways?
      i. Not at this time. The committees are currently going through the numbers to see if this is the case.
      ii. Also looking at other saving options such as toll bypass for long distance calls.

6. Adjourn 3:07 pm

Action Items:
   • Andrea - send out meeting request for summer June or July meeting to discuss STF and FY18 budget.
   • Adam/Joe - request for total cost of a print station, not just set up, include support/supplies.
   • Andrea – create a place on SharePoint to gather docs and thoughts on UTC project funding proposals for STF.
   • Andrea – find latest UTC Charter.
   • Andrea – find out deadline for STF expense reports for projects.

Next Meeting Dates:
   • Summer budget meeting to be scheduled for June or July.