Meeting called to order - 2:05pm

Budget Discussion
- No modifications to the proposed budget since it was first shared with the committee
- Goal for today is to have an approved budget so funds can be distributed
- Group went through each line item providing descriptions for both revenues and expenses
- Because of lowered enrollment proposing to pause ITSF grants for now
- Discussion
  - Point brought up re: student antivirus use. Does the amount of funding provided equate the amount of users who are students? Adam to look into usage rates.
  - Questions brought up concerning usage of Kaltura contract. Less expensive alternatives for video streaming. Expense vs. usefulness? Decision to revisit at another meeting w/ Adam to provide a presentation on Kaltura
  - Computer labs – question about expanding computer labs. We’re seeing less usage. Quite a few labs are not meeting the thresholds for funding. We need to look at the guidelines to see if they are accurate for current usage.
  - Question concerning TSC usage by students/classes/antivirus vs. administrative
    - Suggestion to remove block grant section from budget proposal as it has been zeroed out for five years and to combine Call Center/TSC line items
    - Move to approve budget with a soft hold on the antivirus amount till January, when we can provide student usage data for comparison. Motion seconded and approved.

Adjourn - 2:57pm
Action Items:

- Adam to look into usage rates data of Symantec Antivirus: students/academic vs. employees/administrative
- For a future meeting: presentations on Kaltura and Supported Labs program
- Pulling data on the TSC to look academic vs administrative use
- Future discussion to visit the Supported Computer Lab Initiative

Future Meeting Dates:

- January 25, 2019
- February 22, 2019
- March 22, 2019
- April 26, 2019