Information Resources Committee

Summary of Meeting; February 23, 2009; 9-10:30 am

Absent: Britton Guests: Provost Toll, Paul Snyder

Provost Toll started the inaugural meeting by asking everyone to introduce themselves. He stated that as one of five committees of the Planning and Budget Council (PBC), the Information Resources Committee will report to the PBC. Provost Toll reviewed the overall charge of the Committee as described in the draft by-laws of the PBC by providing the following specificity:

1. Take a broad view of the current technology and technology services for the University and create a long range comprehensive technology plan. The plan should address:
   (a) How technology is financed, acquired, and used on our campus.
   (b) A variety of areas and issues such as refreshment cycles and software needs, costs, duplications, and licenses.
   (c) The continuous development of technology to meet the changing needs of the University.
2. Examine the student technology fee that will be implemented this fall. How might we use the funds for students and University needs?
3. Determine the most immediate funding needs considering the current needs and funding issues.

Provost Toll thanked the Committee members for their willingness to serve and he and Dr. Snyder turned the meeting over to co-chairs Duncan McBride and Kay Oistad. Committee members reviewed the charge and discussed how to proceed. Duncan stated that a strategic plan for the use of technology had been created several years ago and could be reviewed as a starting point. The document will be provided to the Committee.

The Committee then reached consensus that we need to focus on identifying the short term issues as we are nearing the deadline for the preparation of the 2009-2010 budget. There was some discussion of how technology is currently funded, including the limitations of the technology replacement plan. It was decided that we would group needs into the following categories:

- Current contractual obligations and maintenance - such as current licenses and upgrades required to maintain the existing level of service
- Replacement - costs to replace equipment on a periodical basis to maintain a standard service level
- Growth - unavoidable costs, including IT staffing, to meet the growth of the University at a sustained level of service
- Development - costs to add new systems and services, or enhance current services, such as expanding the wireless network on campus

To begin the process of identifying these needs for 2009-10, unit directors agreed to bring their estimates of current contractual obligations to the next meeting. The Committee felt we could use this data and the latest technology replacement plan as a starting point.

A set schedule of future meetings was not established, but the Committee felt it wanted to move along quickly. The next meeting is scheduled for Monday, March 9, 2009.