Information Technology Council Minutes
March 3, 2020
3:00 to 4:30 pm
LIBR 303/Conference Room

Chair Jeff Coiner called the session to order at 3:02 pm and a quorum was present.

Jacob Stork, sitting in for Jacob Krickhahn, SGA Representative

Members Present: Jeff Coiner (Chair); Greg Rainwater (Deputy Chair); Tamera Jahnke; Michelle Olsen; Kevin Piercy; Angela Strider; Jacob Stork; Saibal Mitra; and David Young WP campus (via phone)

Guests:

- Ian Alaimo (Technology Coordinator, McQueary College of Health and Human Services)
- Jessica Severson (Director of Accounting and Budgeting)

Also Present: Theresa McCoy, Nicole Muse, and Lyn McKenzie

Members Absent: Adja Jones, and Kelly Dalton

Approval of the Minutes

The minutes from the February 4, 2020 meeting were approved as submitted with no dissensions and abstentions.

SCUF Overview & FY21 Proposals – Kevin Piercy/Greg Rainwater

Kevin reviewed a detailed summary of the SCUF FY 2021 proposals. This showed funding categories for items that are University Wide, Historically Funded, New Requests, and Funding Adjustments. A discussion of each followed.

Greg shared an updated overview of the FY 2021 SCUF budget. Based on current information the SCUF actual revenue will be $72,105 less than budgeted. Using the FY 2020 current revenue as a basis for FY 2021. Greg proceeded to share the budget landscape and challenges for coming year.

In the coming year unused reserve from FY 2019, will be used to augment the FY 2021 budget. Even though FY 2021 proposals were significantly less than FY 2020, there will still be more funding requested than available. All funding is requested by proposal.

Greg reviewed for the group the source of all SCUF funding. This is a portion of Student Services Fees assessed in addition to tuition. In the 2019-2020 Fee Schedule, it is listed under the Equipment & Facilities section as "Computer Usage." There is one amount for fall, spring, and another for summer. The charges are based on credit hours. The fee begins at one credit hour and ends at seven hours or more. There was discussion about how this differs from the West Plains campus and past attempts at changing the fee structure on the Springfield campus.

A discussion of expenses followed. The West Plains campus currently does not contribute towards the Blackboard leaning management system or the Microsoft Campus Agreement. It was also noted that online courses are excluded from paying the fee. It was noted that from a University wide point of view, increasing what others pay would be shifting the problem elsewhere. The consensus was that the SCUF fee should be increased.

The SCUF budget committee was charged with providing a new budget based on updated revenue projections from Financial Services. The committee was directed to provide three funding scenarios for IT council to consider at the next meeting.

Reminders - All

IT Council Meeting on March 24, 2020
- Vote on Springfield Computer Usage Fee (SCUF) funding

Upgrade Days
- Saturday, May 23, 2020 (the Saturday after Spring 2020 grades are due)
- Saturday, August 08, 2020 (the Saturday after Summer 2020 grades are due)

Banner Updates
- Completed on Sunday, February 2, 2020
  - Oracle quarterly updates
- Sunday in April
  - In March, the Banner updates will be released from Ellucian

    We will apply these in the test environment and will test. The ERP Committee will designate which Sunday(s) in April.

Specific dates will be finalized closer to the actual update

Next IT Council Meeting – March 24, 2020 from 3:00 – 4:30 pm in LIBR 303/Conference

There was no additional new business to discuss and the meeting adjourned at 4:02pm.

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