Information Technology Council Meeting
Tuesday – March 29, 2022
3:30 – 5:00 pm

Minutes

Chair Jeff Coiner, CIO called the session to order at 3:31 pm and a quorum was present.

Members Present: Jeff Coiner (Chair); Greg Rainwater (Deputy Chair); Heath Lair (attended for David Young); William Hader; Christopher Herr; Kelly Dalton; Michelle Olsen; Kevin Piercy and Ian Alaimo

Also, present: Theresa McCoy; Nicole Muse; John Skinner (SGA) and Wendy Torres (SGA)

1. Welcome   Jeff Coiner
   a. Approval of minutes from 03.08.2022
      Minutes were approved and posted
   b. Julie Masterson will not be able to attend due to
      classroom presence for April and May 2022

2. Anticipated Increase/SCUF Fees   All

   FY 2023 SCUF Funding Overview and the SCUF Budget Committee
   a. Today we have SGA representatives John Skinner and
      Wendy Torres sitting in for Brooke Williamson which is very
      important to this process since this is student money.

   There are two SCUF funds
   a. Bear Print Revenue
      - $ 80,463 balance
        o These funds will be used for future printer
          replacements

   b. SCUF Share of Student Services Fees
      Fall 2022 and Spring 2023
      - This year we have a proposed increase of these fees
      - 7 or more credit hours increased by $15.00 –
        from $65.45 to $80.45
      - We take the new rate divided by the old rate, times
        actual fees of the current year

   c. Revenue projected for FY 2023
      - $2,081,676.38
      - This is preliminary, we are waiting on enrollment and
        the budget not final until June 2022

   Items of Note –
   1. Budgeting only for what we plan to spend with no hold back
      for lifecycle replacements.
   2. SCUF Reserve will be funded, as needed from net asset
      Carryforward.

3. SCUF funded network services will be funded based on the FY 2021 proposals
4. All items purchased from the SCUF budget must provide a direct benefit to student computing. Items such as faculty computers and associated desktop software, classroom presentation equipment, and technical personnel devoted to less than 100% to direct student support are not considered for funding.

3. SCUF Proposals   All

20 Proposals were received for FY 2023
- Seven SCUF Central proposals = $ 1,373,975.00
- Thirteen other proposals = $ 798,901.00
- Proposals totaled = $ 2,172,876.00
   - $50,795 less than FY 2022

SCUF Central Funds total = $ 1,211,975.00

- FY 2023 SCUF Funding by Major Category
  - Personnel   37%
  - LMS   16%
  - Software   14%
  - Instructional Technology   12%
  - Networking   8%
  - Printing   6%
  - FY 2022 SCUF Reserve   3%
  - Assistive Technology   2%
  - Computers   2%

Jeff Coiner brought to motion the SCUF 2023 Budget and Proposals

- *William Hader first to accept the motion*
- *Christohper Herr second to accept motion*
- *All in favor*
- *No one opposed*

4. Motion to Amend SCUF Allocation Guidelines
   - Motion to add the following italic language to the SCUF Allocation Guidelines
     - *SCUF carryforward shall have a minimum limit of not less than ten (10) percent of projected revenue.*

Jeff Coiner brought to motion to amend the SCUF Allocation Guidelines by adding text - *SCUF carryforward shall have a minimum limit of not less than ten (10) percent of projected revenue.*

- *William Hader first to accept the motion*
- *Christohper Herr second to accept motion*
- *All in favor*
- *No one opposed*

5. Updates/Reminders   All

    a) **Sunday, April 24, 2022** – Quarterly Banner Upgrades
    b) **Sunday, May 8, 2022** – Banner Infrastructure Upgrades
                                                    and Oracle Quarterly Patches
    c) **Saturday, May 21, 2022** – Upgrade Day
    d) **Sunday, August 13, 2022** – Upgrade Day

6. Next meeting on Tuesday, May 3, 2022   All

    a. 3:30 pm – 5:00 pm
    b. Meyer Library 303

                    The members of IT Council did not have other business to discuss.
                    The IT Council meeting adjourned at 4:12 pm.