

Information Technology Council Meeting

Friday, April 17, 2026

11:00 am – 12:00 pm

Strong Hall, Room 250

Minutes

Chair Jeff Coiner, CIO called the session to order at 11:04 am and a quorum was present.

Members Present: Jeff Coiner (Chair), Greg Rainwater (Deputy Chair), C.J. Collins (Remote), Mansa Aryal (SGA) (Remote), Phil Bridges, Dr. David Meinert, Angela Barker, William Hader, Brad Davidson (Remote), Brian Hayes, Drew Marcum, Breno Viani, Michael Foster, Ian Alaimo and Eric Shively.

Also present: Nicole Muse, Nathan Hartzler and Kristi Oetting on behalf of Theresa McCoy

1. Welcome

Jeff Coiner

- Approval of minutes from 03.26.2026

Attendees were asked if they had any questions or comments about the minutes from the last meeting. No changes or objections were noted.

Decision: Previous meeting minutes were approved as submitted.

Action Item: Nicole to post the approved minutes on the website.

2. Innovation Fund & Criteria for Projects

Jeff Coiner

The IT Council engaged in a collaborative discussion to refine the evaluation framework for Innovation Fund proposals. A draft scoring rubric, developed by Jeff, was presented as a starting point to facilitate feedback, establish priorities, and guide the development of a transparent and effective review process.

Key Evaluation Criteria

Student Benefit

There was strong consensus that student benefit should remain the most heavily weighted criterion, given the use of student fee funding. The discussion highlighted the importance of considering both the number of students impacted and the depth or significance of that impact. Projects benefiting smaller populations may still warrant high value if the outcomes are substantial.

Strategic Alignment

Alignment with the university's strategic plan was identified as a critical factor and may warrant increased weighting. Projects that directly support institutional priorities, enhance recruitment, or strengthen the university's competitive position are considered especially valuable.

Innovation and Institutional Impact

The Council discussed refining the definition of innovation to include not only new initiatives but also efforts that maintain competitiveness or elevate the university's profile. Innovation should distinguish proposals that meaningfully enhance institutional capabilities, while avoiding routine or previously implemented solutions.

Financial Considerations

Matching funds were viewed as less critical in the context of an innovation-focused fund and may unintentionally disadvantage smaller or resource-constrained units. However, some level of financial contribution or identification of additional funding sources remains valuable to demonstrate commitment and thoughtful planning. The group also noted the importance of incorporating cost awareness into the evaluation process.

Sustainability and Lifecycle Planning

There was strong agreement that long-term sustainability should be a key consideration. Proposals should clearly address ongoing costs, maintenance, and replacement planning to ensure that initial investments remain viable over time. This factor may warrant equal or greater emphasis than matching funds.

Process and Implementation Considerations

Council members underscored the need for clear scoring guidance, including defined criteria for rating levels, to improve consistency and transparency. Additionally, the group discussed the potential value of incorporating proposal presentations to provide greater context and allow for more informed decision-making. The conversation also highlighted the need to clarify governance of the review process, including whether evaluations should be conducted solely by the IT Council or involve a broader group of stakeholders representing colleges, faculty, and students.

Equity and Accessibility

Ensuring equitable access to funding opportunities across all colleges was a recurring theme. The evaluation framework should avoid unintentionally favoring units with greater financial resources and instead prioritize proposals based on merit, impact, and alignment with institutional goals.

Conclusion

The draft rubric provides a strong foundation for evaluating Innovation Fund proposals. With further refinement, particularly in weighting criteria, defining innovation, and formalizing the review process, the Council is well-positioned to implement a fair, strategic, and impactful funding model that supports both student success and institutional advancement.

3. Overview of RCASH

Angela Barker

Reynolds College, established in 2023 through the merger of two colleges, presented a comprehensive overview of its technology infrastructure, operational support model, and specialized academic technology environments. The college currently supports approximately 470 faculty and staff, 3,000 students, 400 user workstations, 360 lab workstations, and 105 classrooms distributed across five schools and roughly 12 buildings.

Infrastructure & Operations

Key infrastructure modernization efforts are underway, including the continued reduction of physical server dependencies and expanded migration to SharePoint-based collaboration environments. Standard workstation lifecycle management remains on a 4–5-year replacement schedule.

Academic Technology Highlights

School of Art and Design

The art and design department maintains several advanced instructional technology

environments, including animation labs, render farm infrastructure, VR and motion capture systems, and digital fabrication resources such as 3D printing and laser cutting. Unreal Engine is being utilized as part of production workflows.

Music Department

The music department highlighted recording and keyboard labs, ongoing migration toward centralized licensing systems, and implementation of digital jury and assessment processes that have significantly reduced paper-based workflows.

Theatre & Dance

Technology operations within theatre and dance increasingly rely on network-based audio/video systems, including Dante and other IP-based technologies. Leadership noted the growing importance of networking competencies within curriculum development, alongside ongoing equipment lifecycle and replacement challenges.

School of Communication

Communication, Media, Journalism & Film (CMJF)

CMJF manages approximately \$1.3 million in production equipment inventory, consisting of roughly 3,000 tracked items and supporting nearly 400 equipment checkouts per semester. The department utilizes high-end production technologies, including Sony FX6 cameras and Adobe Creative Cloud software. Current storage infrastructure includes 90TB with cloud backup capabilities. The department is also pursuing Dolby Atmos lab certification opportunities.

Computing Labs & Utilization Trends

Lab utilization has rebounded significantly following the COVID period and now exceeds pre-pandemic levels. Continued demand exists for high-performance GPU-based computing resources to support academic and creative workloads.

Strategic Opportunities

Discussion included potential partnership opportunities with a local Dolby Atmos R&D team in Springfield to strengthen program visibility, collaboration opportunities, and certification advancement efforts.

English Department

The English department maintains four standard computer labs – two for compositions and two for professional/technical writing. Seeking pilot BYOD class opportunities

Departmental Initiatives

Additional school/departmental updates included:

- School of Criminology and Criminal Justice pursuing innovative initiatives focused on digital fingerprinting and VR technologies.
- School of Defense and Strategic Studies successfully completed migration efforts to Arlington, Virginia, resulting in infrastructure improvements and removal of legacy systems.
- Military Science (ROTC) continuing largely self-supported IT operations with limited centralized assistance.
- School of Humanities and Social Sciences expands use of advanced technologies through the Digital Humanities Lab and archaeological research initiatives.

Conclusion

The presentation concluded with discussion and a facilities tour. Meeting adjourned thereafter.

- On Sunday April 26, 2026, Banner Q1 upgrades will be applied to the production system.
 - During this time, you should plan for Banner and related systems to be unavailable between 6:00 am and 6:00 pm.

5. Next meeting on Monday, June 15, 2026

All

- 1:30 pm – 2:30 pm
- Cheek Hall 150C
- Brian Hays is presenting

The members of the IT Council did not have any other business to discuss.
The meeting was adjourned at 12:18 p.m.