**University Council on Technology Minutes**

**Call to Order**

A committee meeting of the UCT was held on October 18th, 2019 at Stewart Hall. It began at 2:00 p.m. and was presided over by Jim Raber.

**Attendees**

Julee Henry, Matt Bungard, Jim Raber, Mike Collura, Helen Piontkivska, Jonathan Maletic, Will Turek, Josh Talbott, Jamie Rhoads, Sasi Benziger, Mary Hricko, Karl Kosko, Michael Beam, Barb Boltz, Megan Alicea.

**Approval of Minutes**

Minutes from the April 19th, 2019 meeting were approved.

**IS Projects & Updates – Jim Raber**

**Tech Fee:** Primary fund for Academic Technologies purchases in FY 2001

Key Contributors: Internet 2, Distance Learning, Computer lab, MS Licensing

1.5% of the 5.5% of student instructional fee increase was earmarked for instruction technologies, totaling $1.1M

FY 2001 Line Items: Network Access, MS Licensing, Stats Software, LMS, Labs, Synchronous Distance Learning Technology, Moulton Hall Tech, Support Staff

Changes Since Inception:

 Technology in the Classroom: Classroom needs and a one-time financial funds have led to significant growth of technology in classrooms.

 Video hosting: in addition to Learning Management System Needs.

 Collaboration tools: went from free to a cost item.

 Software costs: have not been fixed and in some cases have grown: Qualtrics: 104% increase from FY17 to FY18, Mathematca: 10% increase from FY18 to FY19; SPSS: 5% increase from FY 17 to FY18

 Staff funding are not longer line items of this budget.

Budget subsidized by the Division of Information Technology since FY2015, cumulative subsidization is $962,882

FY2019 Spend: -

 Classroom Technology Refresh: earmarked at $300,000, should be adjust to $345K/YR.

 Adobe Creative Cloud: currently budget neutral due to chargeback model, currently 1 in 10 students have purchased an Adobe Creative Cloud license. – If the University were to consider covering all student cost funding would need to be revisited.

 Labs: $100,000

 Internet 2: $222,735

 Stats Software (SAS, NVIVO, SPSS, JMP, AMOS): $115,361

 Licensed Software (GIS, Respondus, Qualtrics, LISTSERV): $130,534

 LMS & Collaboration Tool: $313,000

 Total Tech Fee Legacy Items: $1,181,630

DoIT Instructional Tech Spend Beyond Fee:

 Kaltura: $131,985

 Video Conferencing Bridge Maintenance: $16,590

 Adobe Creative Cloud: $(280,000)

 Total: $148,575

Total Spend: $1,330,205; Classroom Technology Differential: $45,000; Tech Fee Funding: $977,922; Difference $(397,213)

Strategic Items:

Funding of Classroom Technology: Further discussion on additional configurations beyond the baseline (lecture capture, flipped rooms, video conferencing room, etc.) and equipping rooms with a standard PC.

Adobe Creative Cloud: If the University were to consider covering all students and eliminate the student cost (like other institutions) funding would need to be revisited.

Additional Related Spend:

Lynda.com/LinkedIn Learning: Used by all areas, 9400 total users, 85K tutorials/instructional materials watched; $14K – currently split between OCDE, UL, DoIT

NBC Learn: covered under the Distance Learning Fee and is similar in nature to proctored testing and noted given that it is a technology service spend for academic purposes; potential non-renewal in Aug. 2019, on 18.75 total hours of content viewed, university wide in FY19, $15,000 total spend in FY19, currently split between OCDE & Library Services.

Live Proctored Testing: covered under the Distance Learning Fee, budget item for OCDE, technology service spends for academic purposes; 7103 students tested in FY19 (so far), 2,464 proctored tests administered in FY19 (so far)

Artificial Intelligence (AI): investigated for innovations in intelligent automation in online teaching and learning, this is a potential technology service spend for academic purposes; currently investigating for online MSBA for FY19, Vendor & Cost are TBD.

Discussion and Next Steps:

How do we reach a balanced spend going forward?

Establish a new process for review: Planning for future growth (i.e. Master Plan, etc.)

Meeting adjourned at 3:00 PM.

Minutes recoded by Julee Henry and transcribed by Maureen Thorn