



Attendees:

Area	Name	Attended/Absent	Area	Name	Attended/Absent
Advancement	Karen Paciero	Absent	Provost Office Representatives	David Slavsky	Attended
Enrollment Management & Student Success	Paul Roberts	Attended	HR	Winifred Williams Danielle Hanson	Attended Attended
Facilities	Kana Henning	Attended	ITS/Facilitator	Susan Malisch	Attended
Finance	Wayne Magdziarz Teresa Krafcisin	Attended Attended	ITS	Jim Sibenaller	Attended
President's Office	Tom Kelly	Attended	Student Development	Jane Neufeld	Attended
Provost	Norberto G	Attended	UMC	Jeremy Langford	Attended
Strategy & Innovation	Margaret Callahan	Attended	School of Nursing	Lorna Finnegan	Attended

Welcome, Meeting Purpose & Agenda

The minutes from the April 28 meeting were approved as written. The agenda for June 18, 2020 includes updates from ITS on COVID-19 Maintenance Renewal Savings, the LOCUS Fluid Development and Enterprise Learning Hub projects, as well as the review and ranking for the Project Portfolio Prioritization.

COVID-19 Maintenance Renewal Savings – S. Malisch

Susan presented on the efforts of ITS to reduce expenses for FY20 due to the expected budget shortfall in FY21 as a result of the Coronavirus pandemic. To-date, a total of \$102k has been secured in savings on maintenance renewals, with an additional savings of \$15k in professional services, totaling \$117k in savings for FY20. Overall, an average savings rate of 8% on maintenance renewals was achieved. Additional savings are pending as contract renewals continue.

Fluid Development Project – S. Malisch

Susan gave an update on the decision to modify the timeline for the Fluid update to the student system portal. The update provides a more modern, user friendly and mobile-capable experience for students, faculty and staff. The timeline initially specified mid-June through July as the user acceptance period. The bulk of testing for the update takes place in Advising, and due to the uncertainty of the fall semester Advising is concerned about the timing. Additionally, while the belief is the overall student response would be positive, however, the update might cause concern from students on University spending for such an improvement during the pandemic (there is no incremental cost for the update). In light of these reasons, the decision was made to move the timeline to spring semester 2021 where the deployment would take place over spring break.

Enterprise Learning Hub – J. Sibenaller

Jim presented on the Enterprise Learning Hub. After our discussion at April's ITESC meeting, Jim sought quotes from vendors that could offer the type of solution necessary for our training and compliance needs as a university. After a discussion on whether or not to include students on the solution, the group came to a consensus that the scope should be expanded to include students in addition to faculty and staff. The initial cost per year was around \$100k, but after the inclusion of students, the cost per year almost tripled. Jim recommended to the group that ITS moves forward with building an application leveraging code that is already written for similar applications; the \$100k line approved for this project would employ a Java developer. Jim confirmed the in-house application would be available for students, faculty and staff, and could be used for any required trainings, for any number of users. The ITESC approved moving forward with this recommendation.

Project Portfolio Prioritization – S. Malisch and J. Sibenaller

Jim Sibenaller reported the portfolio started with 184 projects and 73 new project requests. At present there are 46 complete projects, plus an additional 14 projects that are forecasted to complete by June 30, 2020. The completed total for FY20 Q3-Q4 is forecasted at 60 projects. The new FY21 Q1-Q2 portfolio includes 190 projects. Jim reported the resource gap for FY21 Q1-Q2 is estimated at 47%, on par with the last two years.

Susan recapped the 'A' projects as recommended by the Project Review Board, the Academic Technology Committee and the Business Intelligence Steering Committee for FY21 Q1-Q2. Following are some highlights from the discussion:

- Paul confirmed that EAB Navigate student mobile app is on track to be available for students and advisors at start of school in August.
- Digication is set to replace the student learning portfolio from Watermark with a go-live in July.
- Digital Assistant (Chatbot rollout) – Jim to bring numbers to next steering committee meeting on stats for the usage of the Chatbot.
- Everfi – Susan and Jane to connect on bringing trainings for students under the umbrella of Enterprise Learning



Hub.

- Based on earlier discussion to move the go-live date to Spring 2021, LOCUS Fluid Development is lower in priority.
- Norberto discussed the need for a campus wide faculty review / administration solution. Susan and Jim agreed to come back to next steering committee with more background information on Interfolio, as well as the potential ERP replacement process.

The ITESC confirmed the recommended prioritization for the POR FY21 Q1-Q2 as recommended. Final prioritization materials will be published and shared after this meeting.

**Next meeting – Thursday, August 13, 2020 – 1:00-3:00 –Via Zoom tele/video conference.**

Respectfully submitted,  
Megan Youngs