

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES**

**Work Group on Technology Meeting Notes**

**June 18, 2008**

***Work Group Members Present:*** Cheryl Dickson, Chair; Trustees Duane Benson, Scott Thiss, and James Van Houten; Staff – Vice Chancellors Laura King and Ken Niemi

The Work Group on Technology held its meeting on June 18, 2008, 4<sup>th</sup> Floor, World Trade Room, 30 East 7<sup>th</sup> Street in St. Paul. Chair Dickson called the meeting to order at 9:00 am.

**Approval of the April 24, 2008 Committee Meeting Minutes**

Chair Dickson called for a motion to approve the April 24, 2008, Meeting minutes. The Minutes were approved.

Chair Dickson provided an update on the IT Workplace Summit, hosted by the Center of Excellence for Strategic Information Technology and Security at Metropolitan State University. The purpose of the summit was to gather information from employers on how to better serve both employers and students. The hosts followed up by requesting attendees expand on the ideas discussed at the summit.

**UPDATE ON THE ENTERPRISE TECHNOLOGY PROJECT**

Vice Chancellor Niemi presented an Update on the FY 08 Enterprise Technology Projects. Discussion of the report included:

- Prioritization of Projects - Clarification of the means used to prioritize projects. The Enterprise Investment Committee (EIC) prioritizes projects using specific criteria to evaluate projects.
- Status Chart - Vice Chancellor King recommended the addition of a column to the project status chart. This column would describe the hierarchy type of the projects listed as shown on the pyramid chart.
- Security – The security projects have been combined into one EIC project for FY09. There has been significant progress in improving enterprise security, it is imperative that these efforts continue.
- Learning Objects / Gaming – Chair Dickson request that IFO President Nancy Black address their concerns about the issue of intellectual property. President Black reported that she met with Chancellor McCormick, Gail Olson and Linda Baer to request a review of the intellectual property policy. Staff and Faculty are concerned that procedures and policies are out of date. Chair Dickson suggested that this issue should be brought to the Academic Affairs Committee for review.

**2. DEFINITIONS OF KEY WORDS**

Vice Chancellor Niemi presented a draft list of commonly used abbreviations, acronyms and terms and their definitions to the Board Work Group. Chair Dickson recommended that members write down any acronyms or words they would like to see included in the list and send them to Vice Chancellor Niemi.

**3. ENTERPRISE TECHNOLOGY BUDGET CUT: WHERE TO CUT AND WHY?**

Vice Chancellor Niemi presented to the Work Group on Technology a budget cut potential impact summary. The legislature mandated \$5 million in cuts to technology funding; an additional \$500,000 in cuts from the technology budget for FY 09 has also been identified as the ITS share of the Office of the Chancellor cuts. Vice Chancellors Niemi, Baer, and King have developed a preliminary plan to identify items for budget cut consideration. The funds will come from EIC projects, cost shifts, stretching out projects across multiple fiscal years and delays for new projects. The Enterprise Investment Committee will reprioritize projects and give final recommendations on the cuts. Any projects delayed will remain on the EIC list and will move up as resources become available.

Vice Chancellor Niemi requested input from the work group members on any items that should be added to the principles list.

- Strategic Plan - Trustee Thiss inquired how the budget cuts being considered apply to the strategic plan. A recommendation was made to require an alert for any items considered for budget cuts that impact the strategic plan.
- Vendors – Ken Niemi reported continued efforts to leverage the buying power of Minnesota State Colleges and Universities with state agencies and the Midwest Higher Education Compact. By working together purchasing power is maximized. The committee recommended that the vendors be approached to look for ways they can reduce cost.
- Failure to Appropriate Clause – All contracts used by Minnesota State Colleges and Universities include the “failure to appropriate funds” clause which permits the cancellation of a contract without cause with 30 days notice.

**4. CAMPUS IT FEES, RESPONSIBILITIES, PRINCIPLES AND GUIDELINES**

Vice Chancellor King presented information on campus technology fees, showing the fee amounts and how campuses are spending the money generated.

Chair Dickson inquired at what point should the Board discuss folding this fee into the operating costs. Elimination of fees would mostly likely increase tuition. The committee felt it was important that the impact of all fees is transparent to students.

**5. D2L UPDATE AND CONTINGENCY PLANS**

Vice Chancellor Niemi provided an update on the Desire 2 Learn (D2L) case. The judge stayed the imposition of the injunction for 30 days, allowing implementation of the upgrades. The upgrade was successfully implemented in the MnSCU system in early June.

David Bouchard reported that the Instructional Management System Advisory Committee (IMS) has been working on contingency plans. Currently we have a stable platform; however, Blackboard has announced their intent to further

challenge D2L in regards to the Blackboard patents. The committee will continue to explore and pilot other options over the next year, such as open source platforms (like Moodle) and will also study the possible implementation of regional hosting options.

**6. OTHER BUSINESS**

Chair Dickson inquired if this Technology Work Group should continue meeting, or should they recommend that the Board Technology Committee be reconvened? Trustee Benson responded that he likes smaller work groups; they allow time for presentation of more detailed information and discussion in an informal structure. Trustee Thiss stated that it is a premature to decide that question at this point. This work group's function is still in the data and information gathering phase and what it will ultimately accomplish is yet to be seen. Chair Dickson agreed and stated that this would be a good topic for the next meeting.

Trustee Van Houten stated that he agrees with both of the previous comments. The timing of eliminating a separate Board Technology Committee when funding was significantly increased could be seen as problematic. He would like to see talking points developed on funding cuts so that Board members are knowledgeable about budget cuts and what the impact of those cuts will be.

**7. Next Meeting**

Vice Chancellor King reviewed the time line of upcoming meetings: In July the Leadership council will hold discussion on reductions and in August the Board Work Group will look at how the materials are presented and help make them concise. The work group members are asked to review the materials provided so far and provide feedback on what can be improved.

Trustee Van Houten requested that a communication plan and talking points be identified by the communications staff. Chair Dickson will add communication plans to the August agenda. If a plan or report is complete it can be presented to the Board in September and if not it will move to November. Vice Chancellors King and Niemi and Jim Dilleuth will mock up something and send it out prior to the August meeting.

The committee requests that all meeting materials be sent out prior to the meeting in order to enable adequate review.

Respectfully submitted,  
Christine Benner, Recorder