



MONTANA STATE UNIVERSITY NORTHERN

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| Committee Name: | Technology Council | | |
| Date of Meeting: | 30-Mar-2023 | Location: | Library Conference room |
| Meeting Notes Prepared By: | Marianne Hoppe | | |
| Membership: | See MSUN Policy 305.2 | | |

1. Purpose of Meeting

Disperse information on campus technology topics, and get input and recommendations on information technology related matters.

2. Attendance at Meeting

Council members: Darci Hertz, Laura Gomez, Tony Gryffin, Bridger Beach, Jason Geer, Carol Reifschneider, Jaime Duke, Dave Kruger, Gary Garland, Marianne Hoppe

3. Meeting Agenda

Agenda:

- a) New Business:
 - i. Review Policy 305.2 Technology Council.
 - ii. Overview of the Computer Lifecycle Replacement Program
 - iii. Computer Fee Advisory Committee
 - iv. Council member roundtable
- b) Date for next meeting
- c) Adjournment

4. Meeting Notes, Decisions, Issues

a. **New Business**

- i. Review Policy 305.2 Technology Council.
 - A couple minor changes regarding membership were discussed. The CFO will carry the suggested changes to the Executive Staff.
- ii. Overview of the Computer Lifecycle Replacement Program
 - A discussion on what the program entails, what positions are included in the program and those that are not,
 - Departments can still purchase equipment out of cycle using their own funds, following [policy 1322, Procurement of Information Technology Equipment and Software](#)
 - How to handle replacements for vacant positions (wait) and individuals who hold two different positions (replace both).
 - A list of computers that have been replaced so far this year, and those up for replacement next fiscal year.



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- iii. Computer Fee Advisory Committee
 - A discussion on the purpose and membership make-up of the committee, and the challenges faced convening meetings.
 - The Provost will solicit faculty members for the committee; the ASMSUN Business Manager will solicit members at a senate meeting.
- iv. Council Round Table
 - The Dean of the College of Technical Sciences inquired about the status of Webex. The CIO had mentioned previously in another meeting that MSU-Bozeman may be dropping Webex in favor of Microsoft Teams, and because we use their licensing we would have to follow suit. MSU-Bozeman had not made a decision.
 - The ASMSUN Business Manager requested clarification on the purpose of several fees (below). The CFO said several fees were probably going to be combined to reduce the number of fees.
 - Computer Fee – used to purchase computers that will be used directly by students for instructional purposes,
 - Equipment Fee – used to purchase instructional equipment for classrooms, such as instructor stations, projectors, and microscopes.
 - Technology Fee – Used to pay for enterprise software (Banner)
 - IT Infrastructure Fee – Used to pay for infrastructure equipment such as switches, routers, and wireless access points.
 - The CFO requested a list of faculty and staff computers scheduled for replacement next fiscal year in order to assist departments with budget planning.

5. Next Meeting

Date: TBA

2023 Fall Semester

6. Meeting Adjourned