MINUTES

I. **Call to Order**
Chair Wright called the meeting to order at 4:05 p.m.

II. **Approval of the minutes for January 23, 2014**
*Scanlan* moved to approve the minutes, seconded by *Krueger*. Minutes approved.

III. **Committee Reports**
1. **ITS** (S. Traxler)
   - Things are moving along well
   - Identifying concerns
   - Working with support to raise awareness on software ordering cycles, looking for ways to communicate this better.
   - First day of spring break the ITS helpdesk will be moved into the Library and the bears den will be reconfigured.
   - Student registration are may be reconfigured.

2. **MTS** (C. Garrity)
   - With the change of format the technology mash up was a success with 60 in attendance. September there will be another mash up, please forward any topics to Garrity.
   - Projects we will be working on over spring break Boebel 211 and 221.

3. **ICET** (R. Nelson)
   Nothing to report not in attendance.

IV. **New Business**
1. Email/calendaring recommendations fro the steering committee (M. Roberts).
   UWP contract expires in August therefore we have to have to upgrade by January 2015. The recommendation going forward will be ZIMBRA hosted off-site or Microsoft 365 if money is the determining factor. Cost for ZIMBRA is $103,000.00 per year, with a guaranteed down time of only 43 minutes per month. Microsoft 365 is a one time fee of $100,000.00 with no guarantee of the amount of down time. Training will be crucial no matter what system we choose. Discussion ensued about Alumi, network storage, and open records.
V. Unfinished Business
   1. APC Review - TABLED
      • Need to get first round of reviews completed by March 1.
      • Review and modify draft evaluations of programs table until next meeting.

VI. Next Meeting Date Thursday, February 27, 2014

VII. Adjournment
     Chair Wright adjourned meeting at 4:52 p.m.

Respectfully submitted,

Kris Wright, Chair                             Lisa Kress, Recording Secretary