

**NSHE**  
**Campus Technology Officer Meeting**  
**October 27, 2010**  
**1:00– 2:30 p.m.**  
**MINUTES**

**Attendance-** Marilyn Delmont, Karen Brown , Ed Novak, Roberta Roth, Lori Temple, Susan Shoemaker, Brian Chongtai, Carlo Dacumos, Mugunth Vaithyalingam

**NSHE Efficiencies and Effectiveness Initiative** – Bart Patterson spoke about the agenda for the NSHE Efficiencies and Effectiveness Initiative. It is the Chancellors and Regents view that we should do everything we can in terms of business operations to be as efficient as possible. The objective is to preserve our core academic mission.

The campus objective is to look at business operations, how they're structured, why they are structured that way, and should they be restructured to improve efficiencies. Primary areas being evaluated are HR, Purchasing and Payroll. There are three basic options; Recommend restructure, make policy changes, or no changes need to be made. This is primarily an internal review using questionnaires and campus visits to gather information, data, and staff/faculty ideas. Some outside consultants will be involved to help sift through the data and to provide credibility to the legislature. HR and Purchasing experts with strong university and college backgrounds will be consulted. We will be looking at administrative structure i.e. How many reports do supervisors have? Should we flatten the overall structure? What is the annual maintenance cost of software? Standardizing e-signatures. Looking a major software upgrades to improve our processes. IT support is more than just personnel. What is the overall cost?

This project will continue at least through June 2011. Recommendations should be received and started to be implemented at that time.

**Advisory Group Update** - Steve Zideck provided the Advisory Group update. He stated that the updates on the strategic plan initiatives were distributed to the websites. Also there is a great deal of work on the infrastructure plan, IT metrics, and cost model. The video conference usage report is also on line. There was also a discussion on records retention.

Integrate update reports that there are two campuses completely live now. UNR went live with admissions two months ahead of plan.

**Student E-mail and Unix Services Transition** - Karen Brown provided the updates for Chris Gaub. Reminder that two items are coming to an end on Sunday 10/31. 1. The 120 day period to request copies of files associated with student email in the UNIX accounts. 2. Request that a users account be added to the exclusion list. Also List processing and pioneer is discontinued on Sunday 10/31.

Status updates for the Swami ID deletion project. All institutions have been asked for deletion criteria. Phase 1 campuses TMCC and DRI have supplied deletion criteria and deletion is being scheduled. GBC and UNLV will be scheduled in a couple of weeks. UNR has requested additional information. Lori Temple stated that more discussion is needed to determine deletion status. There are instances where the Swami ID provides the only differentiation between students with the same name. The ID is also used for some alumni events. Legacy information could be impacted. Some faculty or students can move in and out of the system so at what time do we delete the ID; 1 month, 6 months, 5 years? If we delete it prematurely we lose too much information. Further discussions need to happen to determine deletion criteria.

**Emerging Technologies Group and Efficiency/Effectiveness Group** – Marilyn started the discussion with the fact that we are always looking at what is coming down the pike. Having a focus group will give us the opportunity to look at it from a collaborative point of view. The SCS Advisory Group thought it would be a good idea to form two groups. One for Emerging Technologies and another for Efficiency/Effectiveness.

Steve Zideck stated that we need a venue that will let us go from Campus wide to System wide. For emerging technology we need a safe place to be able to try out new technologies. To see if there is an added benefit and cost savings. There is an overall concern about adding another committee and finding staff that has the time to devote to it. We should look more into taking advantage of each institutions experience; have a more collaborative

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group with a shared base when trying out new technology. Efficiencies typically deal more with software licensing, leasing, purchasing agreements.

Roberta added that technologies are or can be used differently for departments/campuses. We need to share techniques and problems/solutions more.

The group suggested that Emerging Technology be added to an existing group as an agenda item. Have it highlighted once a quarter on the agenda and track it as a metric for that group. Perhaps redefine the charter to incorporate it into the agenda. Efficiency/Effectiveness could be incorporated into both the software group and the CTO.

Next Meeting November 24, 2010.