Technology Committee Recommendations 2015
Technology Annual Action Plan
Vernon College

Technology Item	QTY	Type	Cost	2015-16 Approved Budget	Comments/Recommendations
Renewal - Software License					
Institutional Advancement - MaestroSoft Pro Auction Software	1	Annual	$3,500.00		
Institutional Advancement - Metasoft Foundation/Corporate Funding Search	1	Annual	$4,000.00		
Institutional Advancement - Raiser's Edge/Philanthropy Programs	1	Annual	$8,500.00		
Institutional Advancement - STARS/Scholarships	1	Annual	$8,500.00		
Institutional Advancement - Recruiting and Alumni e-newsletters	1	Annual	$4,600.00		
Institutional Advancement - Alumni specific monthly e-newsletters using Mail Chimp	1	Annual	$3,500.00		
President/Effectiveness - Compiance Assist License	1	Annual	$5,500.00		
Quality Enhancement - Blackboard Collaborate	1	Annual	$24,200.00		
Quality Enhancement - QERI/Camtasia Software Upgrade	4	One time	$570.56		
Quality Enhancement - QERI/Survey Monkey License Renewal	2	Annual	$600.00		Also Student Services request (1 License or free account)
Run Business Solutions (IT) - Internet Bandwidth	1	Annual	$4,033.83		Upgrade to existing ISP account (AT&T)
New - Software License					
Financial Aid - student texting software	1		$3,000.00		Trial period w/ POISE; Run Sync is a possible alternative
Human Resources - program for online forms (onboarding)	1				Live Forms; Run Biz cost estimates if comparisons needed
Institutional Advancement - implementation of online giving	1		$5,000.00		Run CMS eCommerce feature; if outsource RB has comparison company/pricing
Run Business Solutions (IT) - Office 365 employee and student email migration					Goal for student migration Summer 2015; Discuss username process (POISE) with Admissions & Records (Amanda Raines)
New/Replacement - Hardware					

Admissions & Records - addition of new position (computer $1,100; telephone $250; printer $250)	1	One time	$1,600.00		Will be added to PC replenishment list - future cost to VC
Financial Aid - addition of new position (computer $1,100; telephone $250; printer $250)	1	One time	$1,600.00		Will be added to PC replenishment list - future cost to VC
Institutional Advancement - Xerox Phaser 7500DT printer	1	One time	$4,710.00		Run Biz quote
Instructional Services - Hi-fidelity mannequins for Allied Health programs (ADN, LVN, EMS)					
Quality Enhancement - Qwizdom QVR Response App	4	Annual	$1,992.00		
Run Business Solutions (IT) - adhere to equipment replenishment standards		One time	$217,237.50		NOTE: 3 yr rotation schedule; most labs are up to date and "new" PC's have 4 year warrantees, 4 year rotation for labs only; RB continues to evaluate virtual desktops as option for future
Replacements					
Admissions & Records - Scanner	2	One time	$2,000.00		
Admissions & Records - Dell or HP Printers	2	One time	$1,500.00		RB can provide quote (CDW)
Financial Aid - Scanner	1	One time	$1,000.00		
Financial Aid - Printers	2	One time	$1,500.00		RB can provide quote (CDW)
Financial Aid - DOE required processing computer	1	One time	$1,500.00		Ensure on replenishment list and note specs required; RB requests new specs and Agent name
Institutional Advancement - high volume printer (CCC)	1	One time	$1,300.00		Upgrade, RB can provide quote (CDW)
Ongoing Projects					
Instructional Services/Admissions & Records - Course Management Module (POISE)			Currently Budgeted		Continue implementation Admissions & Records/Instructional Services, Convert CE department to utilize module
Potential Projects					

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Admissions & Records - Analyze outsourcing transcript request and processing (Credentials Solutions)			TBD		
Admissions & Records - Analyze the use of "Live Forms" software			TBD		
Institutional Advancement - Software License to enhance/upgrade ability of IA to support College funding needs			TBD		
Instructional Services - Explore alternatives to Tandberg ITV systems			TBD		Recommendation from Technology Committee
Intructional Services - Explore alternatives to LMS system Blackboard Learn v9.1			TBD		Recommendation from Technology Committee; Committee Minutes
Run Business Solutions (IT) - Explore updating Vernon campus phone system to Lync Enterprise Voice			TBD		Technology Committee Meeting Notes
Run Business Solutions (IT) - Assess viability of current Campus Management System and compare to other products			TBD		Student Information System (POISE)
Run Business Solutions (IT) - Explore opportunities to better ITV solutions/experience			TBD		Technology Committee Meeting Notes
Process Review					
Admissions & Records - Monitor student record access allowed through the College's software system and FERPA compliance					
President/CE - The College will utilize assessment data and planning info from all components to develop an Annual Technology Action Plan					
President/CE - The College will utilize assessment data and planning info from all components to develop to develop a three to five year technology plan. The plan will include infrastructure needs as well as a well-defined PC replenishment plan.					
President/CE - The College will support the technology infrastructure through appropriate resources allocation decisions.					
President/CE - Maintain and enhance technology infrastructure of the President's Office					Budgeted through individual department budgets

President/CE - Ensure focus on external fundraising through support of personnel, processes, and technology					
Quality Enhancement -Oversee continued implementation and oversight of the QERI (QE Resource Inventory)					Technology Committee