

Business Technology Advisory Council Meeting Minutes

February 26, 2015 (Thursday)

2:00pm – 3:00pm. Barge 412

Present: Tina Short, Lindsey Ulrich, Jamie Thomas, Tim McGuire, Carol Thurston, Joel Klucking, Steve Wenger, Jared Jakeman, Bob Ford, Sandy Colson, Scott Fendley, Todd Mildon, Karen Shaw, Delayna Breckon, Jill Hernandez. **Absent:** Bill Yarwood, Chris Huss, Sue Noce, John Swiney, Lindsey Brown

Agenda Items:

Business Case:

Integrated Solution for Enhanced Alumni/Donor Web Engagement (University Advancement)

The current Blackbaud Grow software does not meet University Advancement (UA) needs. UA serves over 100,000 alumni and friends; having a successful integrated software is relevant to the growth of the university. UA conducted interviews with Information Services, Admissions, and Public Affairs. After the interviews it was determined there are no in-house resources that would integrate all of the functions UA is needing. UA is in the process of interviewing outside vendors and is requesting approval to move forward on a formal RFP.

The purpose of the new software is to engage alumni and donor constituents with current web, email and other online outreach resources. Major areas will include: alumni directory, event management, membership management, giving page, social media integration, blackbaud integration, and an enhanced web presence. Also, the software solution would increase efficiencies within UA maximizing work flow as many of the required components are currently operating less efficiently due to the limitation on Blackbaud Grow.

The estimated costs are around \$40,000, with an annual \$20,000 licensing fee, and \$12,000 in training or consultation as needed. Also UA plans to use their own project manager not needing project management support from Information Services.

Joel Klucking motion to approve. Tina Short motioned the business case be moved to RFP, Steve Wenger seconded the motion.

Solutions Request:

Advisee Management Setup (Carolyn Thurston)

Academic resources has increased the amount of advisors as a retention effort. With that there are now a series of advisors that advise specific departments and/or programs across campus. Each advising department uses their own distinct codes and preferences. To reduce confusion Carolyn suggested adjusting security, so all advisors do not see all codes. Advisors should only see codes specific to their area. This would reduce errors and would provide some ease when advisors are looking for codes.

Jill Hernandez mentioned this project would be small scale and would not take much time. Jared Jakeman suggested doing edits to the security. A separate meeting with IS has already been scheduled, so the group decided to table the solutions request until after that meeting has taken place. At a later date, give an update or bring back the request.

MyCWU Canvas Enrollment (Delayna Breckon)

Multimodal learning would like to facilitate more specific course and enrollment management between MyCWU and Canvas. This would include automatically enrolling online students in the online tutoring center or online orientations specific to their program.

This project is already a work in progress so the group agreed to add the project to the work load, and resource it out in team dynamix.

Approve January 5th Meeting Minutes:

No objection, group approved January 5th minutes.