Technology is a foundational necessity directly supporting the mission of New Mexico Tech. Although, not a mission of New Mexico Tech, technology is an integral part of most of the activities of New Mexico Tech. It was the intent of the Technology Task Force to look at the strategic impact of technology, its planning and effect on the mission and its contribution to the various constituencies at Tech as they achieve the mission of the institute.

Effective technology planning and organization as well as utilization of current technology is critical to advancing the mission of New Mexico Tech. Being a school with Technology in its name it is clear that most everything done here either utilizes technology, visualizes new technology or shapes the advancement of technology. It is therefore important that the management and planning of technology for our own uses be given serious attention.

The Technology Task Force evaluated the goals as developed by the Strategic Planning Committee as well as other issues brought forth by various constituencies through the SWOT analysis.

Members of the task force evaluated technology issues specific to technology as a strategic priority as well as technology as a catalyst to the efforts of other strategic priorities. This required some members of this task force to be members of the other task forces.

Clearly identified by many constituencies in the SWOT analysis was the need to address technology. Those needs that were strategically centered on the foundational aspects of technology are covered by the Technology Task Force. Those technology needs that arose out of other strategic priorities are included in the scope of other task forces.

The Technology priority has a large institution-wide groundswell of support directed toward consolidation, streamlining and reordering the technology model as practiced. Acted on in an orderly fashion should lead toward the attainment of the technology goals within the five year time horizon of the strategic plan.
The technology priorities are institution-wide both in implementation and ramification and the proper application of technology is instrumental in creating a competitive advantage

Currently, the application of technology is very decentralized. That approach creates a large number of diffuse initiatives, each of which consumes funding, does not integrate into a unified whole and reduces effectiveness. A more centralized approach, with goals established at the institution level can focus resources and generate the kind of infrastructure that can be utilized by all for a defined institute mission.

However, the strategic application of technology for the advancement of the mission of New Mexico Tech is not a static endeavor. It is important that an institute-wide group oversees the task of bringing technology challenges forward, processing those challenges and producing concrete solutions. The general mission of the group is to provide the appropriate technological planning to a constituency to forward the mission.

The goals considered by the Technology Task Force are as follows

**Goal 1. Provide a method of delivering technology planning that is institution-wide in scope, that is responsive to the various institution constituencies and supports the mission of the institution.**

- Establish a campus technology committee (CTC).
  - The scope of the CTC would be campus wide.
  - The CTC would provide constituent representation on matters of technology.
  - The membership would include representatives from the Faculty Senate Computing on Campus Committee plus members selected by the administration.
  - The number of members should be enough to assure campus representation, but not so many that the committee is unwieldy. We suggest at most nine members.
  - The CTC would provide advice and recommend policy for strategic directions in technology, budgetary issues, and long term planning.
  - Each member would be a voting member.
  - The CTC would also hear and propose ideas, be a forum for the sharing of information related to technology and technological solutions and gather information.
  - Committee decisions would be viewed as being the consensus of the campus.
• The consolidation of technology services should be an option considered by the CTC
  • To streamline and/or facilitate the delivery of services
  • To eliminate unneeded duplication
  • To save money

**Goal 2. Leverage technology to increase productivity, streamline processes and increase the competitive advantage of the institution.**

Fully utilize the existing Enterprise Resource Planning (ERP) system (Banner and associated software).
Alter institutional procedures to achieve automation and streamlined, easy to use processes.
• Automation of administrative processes
• Digitize paper processes
• Create a Management of Electronic Records plan that is approved by the NM state records administrator
• Establish workflows to automate common processes
• Electronic presentation of and access to information

**Goal 3. Deliver a method in which data can be extracted, easily and in a standardized fashion, from the institutional databases to perform reporting and institutional research in support of strategic planning, research and grant proposals, and all other decision making.**

• Establish standard metrics and definitions of data so that everyone is working from a common set of standards
• Provide easy access to data
• Support standardized data extraction and reporting
• Utilize the ERP to leverage a competitive advantage
  ○ An ERP goal should be a mechanism to support and measure the progress of a student through NMT and into Advancement
• Purchase software that will support the institutional need for reporting, institutional research and decision making.

**Goal 4. Streamline and reorganize technology funding**

• Commoditized technologies should be funded at the highest level possible
• Software licensing should be centralized wherever possible
• A solution to funding Equipment Renewal & Replacement should be found
• IT projects, large hardware and software purchases and smaller purchases that have campus impact should be reviewed by the CTC committee for
  ○ Adherence to the strategic plan
  ○ Insure that no duplication of effort or resources is occurring
○ review and comment

● Guidelines for grant writers should be established that indicate what technologies should be included for cost recovery by grants

● Grant proposal’s technology components should be reviewed by the committee
  ○ Adherence to the strategic plan
  ○ No duplication of effort
  ○ Post-grant maintenance funding is planned and approved
  ○ Alignment with existing and planned technologies

● The committee should provide input into technology prioritization and budgeting