

Technology Advisory Board (TAB) Committee

Friday, January 20, 2023

Zoom

MEETING MINUTES

Attendees: Suzi Allard, Andrew Bonstad, Meghan Gadsen, Jolyon (Jo) Gray, Larry Jennings, Jason Johnston, Ramon Padilla, David Ratledge, Devendra Potnis, Michele Wilson

Absent: Michelle Brannon, Tucker Gaskins, William Manning, Kendall Williams

1. **Welcome**

- Larry Jennings welcomed everyone to the January 2023 TAB committee. The meeting began at 3:30 pm.
- Larry introduced Ramon Padilla as the UTK Vice Chancellor for Information Technology and Digital Innovation and CIO for the UT System.

2. **FY2024 Award Process**

- Larry reviewed the standard award process:
 - January 27, 2023 – Tech Fee request letters sent to the Colleges/Departments
 - March 24, 2023 – Deadline for submission of all funding request documents
 - April 21, 2023 – TAB makes allocations at the April meeting
 - May 2023 – Colleges/Departments receive award verifications & purchasing guidelines
 - July 1, 2023 – March 31, 2024 – Colleges/Departments make purchases
 - July 1, 2023 – March 31, 2024 – Reimbursement for purchases are made following the guidelines

3. **TAB Committee Departure**

- Larry announced the Michele Wilson has accepted a position in the Provost's office so this meeting will be her last as note taker. Michele thanked the committee members for their good work and their desire to improve the lives of all UTK students through technology.

4. **Adjournment**

- Larry adjourned the meeting at 3:50 pm. The next meeting is scheduled for Friday, February 17 in person at Hodges Library Conference Room 605 or Via Zoom.

Minutes submitted by: Michele Wilson