



# MEEC MINUTES

## From the Executive Director

### Webinars

MEEC offers vendor led webinars and in-person seminars on various topics of interest throughout the academic year. Events are scheduled on Tuesdays, Wednesdays and Thursdays.

Check out Events on the homepage of the [MEEC website](#).

***Let's start the academic year by taking a look back in order to move forward.***

The MEEC conference unfailingly gets rave reviews but every year we hear the same criticism, "Something is missing from sessions at the MEEC Conference, why aren't there more member sessions?" The answer, is simply, not enough members submit proposals based on their own experiences.

How then does MEEC meet the needs of the membership during the MEEC Conference by having more member sessions? Through you! We need your help!

Let's start from the beginning. As I often say, MEEC is an education organization with education as the prime role and with technology supporting the effort. Educators educate and are willing to share the good, not so good, bad and even ugly experiences. Your colleagues learn from your successes but sometimes learn even more when you share what has not gone well.

Using that statement as a base and transferring it to the use/usability of products purchased under a MEEC agreement, you have the makings of a Conference session. At your institution, have you installed a product that has made an otherwise unbearable process bearable? Have you realized the efforts of an implementation when you thought "there's no way I can do this." Was software easy to install, adopt and use successfully? Where are the bumps in the road? Is your organization better for it or not? My suspicion is you all have information to share that will assist your fellow MEEC Members to be in a better place. Please consider sharing your experiences at the 11<sup>th</sup> Annual MEEC Member Conference and Vendor Showcase. The announcement to submit sessions proposal will be out in late Fall. Don't wait to begin thinking about a topic; begin thinking about it now.

Welcome back to the start of a new year.  
Tamara

### MEEC News

#### **A/V Hardware and Services RFP Released**

A Request for Proposal (RFP) has been released in order to select audio visual hardware and service providers to meet the objectives of the MEEC Membership. It is the intent to award multiple contracts to offerors capable of providing audio visual (AV) and video hardware, and services necessary to install and configure the hardware for

optimal use. Thank you to Towson University who is hosting this procurement on MEEC's behalf.

This contact will combine the former A/V Hardware and A/V Services into one agreement. The new agreement is scheduled to be in place by early 2019.

#### **Did you Know?**

MEEC now has 108 Vendors on 18 Agreements.

MEEC Membership includes over 214,000 FTE.

### DIY Procurements: Not always the best approach.

The MEEC office has heard from MEEC Vendors that MEEC Members are releasing solicitations for hardware, software and services that are already available under MEEC Agreements. No institution is forced to utilize MEEC contracts and certainly have the option to issue an individual RFP for equipment or services, however, given the often arduous RFP process, we would urge you to determine first whether MEEC already has a buying vehicle in place that you could use to facilitate your purchasing.

Let's take this opportunity to review the practices used by institutions hosting solicitations on MEEC's behalf. MEEC procurements hosted by USM institutions follow University System of Maryland Procurement Policies and Procedures ([VIII-3.00 - USM Procurement Policies and Procedures](#)) which require establishing MEEC agreements through a competitive process. Similarly, the procurements hosted by MD Community Colleges follow procurement requirements established by the State in the Education Article of the Annotated Code of Maryland. In most cases, a Request for Proposal process is used where a vendor is selected based on best value (both technical qualifications and price.) Often the result of the process is a multi-vendor award to best serve the diverse needs of the MEEC Membership. In certain specific cases, agreements may be negotiated with sole source vendors.

MEEC Agreements establish a base discount available to all members regardless of size of institution or size of purchase. Under no circumstances should a MEEC Member institution pay more than the discounted price. Keep in mind that MEEC Member institutions, in some instances, may and should negotiate a further discount with Vendors. To seek better pricing, Members may also choose to have secondary competition among multi-award vendors by requesting a quote (RFQ) from two or more vendors in order to obtain the best pricing. However, secondary competition is not a requirement of



### DESTINATION DELL EMC BUS TOUR @ HAGERSTOWN COMMUNITY COLLEGE

MEEC Agreements. The MEEC Office is available to address specific concerns and provide documentation for Institution Procurement Officials.

### Destination Dell EMC Bus @ Hagerstown Community College

In late July, MEEC sponsored the Destination Dell EMC bus. Thank you to everyone who attended and to Hagerstown Community College and Craig Fentress for hosting the event.

Destination Dell EMC featured interactive experiences showcasing the newest Intel-powered product lines and Dell EMC infrastructure solutions, including: latest-generation PCs featuring Latitude, OptiPlex, Rugged and Precision, Intel Optane® technology and collaborative conferencing solutions with Intel Unite, hyper-converged solutions, next-generation PowerEdge Servers and All-Flash data storage, and virtual reality experiences with real-world applications.

Hagerstown Community College was chosen as the site in an effort to offer MEEC opportunities to MEEC Members in the western part of the state. MEEC will consider holding future events in areas outside of the Baltimore/Washington corridor.

### MEEC Skillsoft Agreement Renewal

MEEC has renewed the Skillsoft Agreement through June 30, 2023. Skillsoft is a learning management system that offers a plethora of eLearning, online training and talent solutions on a corporate scale, enabling institutions to further develop and add more value to their most precious resource, its employees.

The MEEC Skillsoft Agreement covers the entire Skillsoft portfolio of products. More information is available on the [MEEC Website](#).



- **SOME VENDORS WILL ONLY OFFER MEEC PRICING IF YOU ASK TO USE THE MEEC CONTRACT. BE CERTAIN TO VERIFY YOU ARE RECEIVING MEEC PRICING UNDER THE MEEC AGREEMENT.**
- **THE MEEC OFFICE HAS 2 FULL-TIME EMPLOYEES AND 1 PART-TIME EMPLOYEE. (MEEC IS HIRING A PROCUREMENT OFFICER)**
- **EVERY MEMBER IS IMPORTANT TO MEEC. MEMBERS OF EACH CONSTITUENT GROUP ARE REPRESENTED ON THE MEEC BOARD.**
- **MEEC IS CONTINUALLY EVALUATING OPPORTUNITIES FOR NEW AGREEMENTS. IF YOU HAVE IDEAS FOR NEW AGREEMENTS, PLEASE [LET MEEC KNOW](#).**
- **SOME MEEC AGREEMENTS OFFER BASELINE DISCOUNTS. MEMBERS MAY NEGOTIATE WITH VENDORS FOR ADDITIONAL DISCOUNTS ABOVE THE NEGOTIATED PRICE.**

## MEEC Board

Maryland Education Enterprise Consortium (MEEC), while hosted by the University System of Maryland, is governed by a Board of Directors with representation from each constituent group that participates in the organization. Board members are nominated/elected by a process defined by their constituent groups. In a case where no formal constituent representative group exists, MEEC assists the constituent group in electing a representative to the Board.

MEEC is happy to introduce Board Member, Ken Kundell, Salisbury University.

If you have questions, concerns or ways MEEC can better assist you, please reach out to the MEEC Office or your Board Member to share your thoughts.

### **Executive Committee**

Drew Moore, Harford County Public Schools, Chair  
Ruth Gill, Wor-Wic Community College, Vice Chair  
Dwight Raum, Johns Hopkins University, Secretary

### **Board of Directors**

Herb Elkin, United States Naval Academy  
Parris Jackson, Maryland Higher Education Commission  
Ken Kundell, Salisbury University  
Bob Kuntz, Carroll County Public Library  
Bill Leimbach, Goucher College  
LeAnn McWilliams, Dorchester County Public Schools  
Bill Pickett, Glenelg Country School  
Wayne Rose, Bowie State University  
Rhonda Spells-Fentry, Prince George's Community College  
Don Spicer, University System of Maryland  
Greg Talley, Maryland State Department of Education

MEEC is always appreciative of our Members' efforts to assist us with our mission. Volunteers are critical to the support of all MEEC endeavors. Please consider volunteering for any of the positions listed below by completing [this form](#).

- **Serve on RFP specification committees**
- **Serve on RFP technical committees**
- **Serve on RFP financial committees**
- **Volunteer to support MEEC Events**
- **Marketing - photography/videography support**

