Central Student Technology Committee (CSTC)
Meeting: Wednesday – November 3, 2010
Location: Union 203

Attendees: Maggie Morrison, Jesse Ballard, Steve Boss, Tami Browning, Ron Dobyns, Michael Doherty
Ken Driese, Bryan Dugas, Melissa Hunter, Cheryl Hilman, Patrick McDowell, Warrie Means, John Nutter, Reid Olson, Dee Pridgen, Jacob Skog, Bret Sorensen, Casey Wood, Cody Connor

1. **Introductions and purpose of the CSTC**

    All members introduced themselves and their position.

    Maggie explained that the first grouping of documents in the packet was the CSTC Operating Guidelines and a list of labs that the various committees are responsible for. Maggie then provided a description of the role of the committee.

2. **Antivirus Recommendation**

    For the past several years the CSTC has paid for the student antivirus Trend PC Cillin Internet Security.

    Maggie explained that it is the recommendation of Information Technology to discontinue the purchase of the Trend PC Cillin Internet security software package. The experience in the new IT Service Center indicates that Trend is less effective in stopping malware infections than the free options of Microsoft Security Essentials and AVG.

    Questions were raised on how students would be notified was raised. Jesse indicated that a notification campaign would begin in the early spring.

    Not purchasing the Antivirus will save the committee around $17,000 a year.

3. **Current Budget and Budget forecast**

    Maggie explained the current budget and the various accounts that are available to the CSTC. The CSTC starts off with a base amount of $391,432 – this is a reduction of $42,286 over earlier years and is a result of across-the-board University budget reductions.

    Cody Connor raised the question on how much money comes in each year from the resale of computers. Jesse indicated that the committee sells between 100 and 130 computers a year at the cost of around $250 - $300, which raises between $25,000 and $35,000 a year.

4. Computer replacements for Summer 2011 – 3 yr rotation cycle

Maggie explained that the CSTC currently has 126 computers designated for replacement in the summer of 2011. The labs scheduled for replacement are:

BS 37	51
EN 2106	24
Coe Set B	41
CR Lounge and Study	10
Total	126

Warrie asked about the specifications of the machines. Jesse indicated that the exact specification will not be decided until the February or March timeframe. Some standard options will be: 22" or greater LCD, 320GB Hard Drive, 4 or 8 GIG of Ram, DVD RW drives and a processor that is one or two steps below the highest currently available.

Warrie Means - moved to approve $151,200 to replace the 126 computers
Ron Dobyns- seconded the motion

Approved: all
Opposed: none
Abstain: none

5. UWStudent Storage Costs

Maggie informed the committee that as part of the UWStudent storage replacement the CSTC allocated $15,000 the previous year. That $15,000 was originally to be used to pay for a server and half the storage with plans to implement DFS. Over the spring and summer the PC Team worked to implement DFS but were unable to get replication to work consistently.   Because the IT PC Team was unable to get DFS to work, they are providing the CSTC with a credit of $7,444 (the cost of one server) to be used against the $25,500 cost of storage that is due.

In addition to funding the UWStudent storage at the level currently provided (500MB per student), the CSTC was presented with funding options to increase student storage to 1 GIG per user. The cost to increase student quotas to 1 GIG each would be an additional $18,000, making the total cost of storage $36,056.

Discussion took place on if there was a need for the increased storage.

John Nutter moved to fund $36,056 for the storage costs
Jacob Skog seconded the motion

Approved: all but one
Opposed: Mike Doherty
Abstain: none

6. **LabStats Server replacement - $5271**

Maggie explained the features and use of LabStats.   Jesse clarified that LabStats is on VM Ware and this cost would cover a VM instance for 5 years – through May 2016.

Cheryl Moved to approve $5271 for the LabStats server
Patrick McDowell seconded the motion

Approved: all
Opposed: none
Abstain: none

7. **LabStats maintenance contract - $3000**

In addition to funding the LabStats server, the CSTC also needs to fund the annual maintenance on the LabStats software.

Warrie Means moved to approve $3000 for LabStats maintenance
Cheryl Hilman seconded the motion

Approved: all
Opposed: none
Abstain: none

8. **Mediasite maintenance - $8,680**

Maggie provided a brief description of the Mediasite service. Cheryl asked for verification that the amount presented covers only the units the CSTC is responsible for.

Discussion took place on the use of the product. Maggie and Cheryl both provided examples of the use to the committee.

Casey Wood brought up the subject of closed captioning on the Mediasite sessions. Maggie indicated that fees provided to UDSS would be a source of funding that could be provided for the captioning activity.

Ken Driese moved to approve $8,680 for the Mediasite maintenance
Cody Cramer seconded the motion

Approved: all
Opposed: none
Abstain: none

Maggie adjourned the meeting at 5:05 pm

Central Student Technology Committee
Agenda – November 3, 2010

1. Introductions
2. Mission of the CSTC and the Intro Packet
3. Antivirus recommendations
4. Current budget and budget forecast
   - Reduction in yearly allocation by $42,286   ($433,718 to $391,432)
5. Computer replacement – 3 year rotation
   - 126 @ $1200 = $151,200

BS 37	51
EN 2106	24
Coe Set B	41
CR Lounge and Study	10
Total	126

6. UWStudent Storage costs
   - 1700 GBs - 5 year lease - $18,056.00
     i. $25,500 minus cost of DFS Server purchased last year ($7,444)
        - Unable to get DFS to replicate consistently, so removing the service and in turn the second server is no longer needed
     ii. Will cover storage from 3/30/2011 until 3/30/2016
   - Comparison – in 2006 the CSTC funded $136,000 for storage costs
   - Increase student storage to 1 GIG each - $18,000 additional funding – total of $36,056

7. LabStats Server replacement - $5271.00
   - Will cover VM instance for 5 years – through 5/3/2016

8. LabStats software maintenance renewal - $3000
9. Media Site maintenance - $8,680
10. Adobe Maintenance – 2 year upgrade coverage $6917.60

	Number	Cost	Total
Acrobat Pro	30	$26.93	$807.90
Photoshop Extended	20	$126.95	$2,539.00
Illustrator	10	$83.72	$837.20
InDesign	10	$83.72	$837.20
DreamWeaver	10	$83.72	$837.20
FlashPro	10	$105.91	$1,059.10
Total			$6,917.60

11. KeyServer Software Maintenance - $3,238
12. Digital Sign software maintenance - $1500
13. Maple License cost - $7,380
    - Discovered that for the past 8 years we have not been running a concurrent license
    - Cost provides concurrent usage through current contract which expires in June 2012
14. Willett Drive printer replacement - $1,350   (Dell 5350DN / 500 sheet paper tray)
    - Current printer is 6 years old
15. Scanners in Coe
    - Librarians and LAs have noticed an increase in demand for Scanners this year. Suggestion has been made to add several scanners
    - HP ScanJet 6310 => 4 @ $475 = $1,900