

Central Student Technology Committee (CSTC)

Meeting: Monday, April 27th, 2015

Location: Union 203

Attendees: Maggie Morrison, Jesse Ballard, Thomas Adu, Robert West, Tami Browning, Lane Buchanan, Jeff Miller, David Crane, Michael Doherty, William Duncan, Ken Driese, William Duncan, Matt Hatton, Cheryl Hilman, Melissa Hunter, Trevor Scherlin, Bret Sorensen, Casey Wood

1. EN 2106 / STEM Math Lab

Earlier in the Fall the CST approved to move EN 2106 to STEM 215.

Question was raised on if it is a Math lab why is it not funded by the AS committee.

Question was raised on if all 40 would fit into the space.

Lane Buchanan moved to approve funding 17 additional computers at \$20,400

Ken Driese - seconded the motion

Approved: all but two

Opposed: Mike Doherty

Abstain: Melissa Hunter

2. Multimedia checkout equipment

This semester has seen a significant increase in the use of the Multimedia checkout equipment.

At the previous meeting the CSTC approved funding 4 more action cameras.

Casey Woods moved to approve \$1820 for 2 more Camcorders and 2 more presentation cameras

Jeff Miller - seconded the motion

Approved: all

Opposed: none

Abstain: None

3. FY 2016 Printing and maintenance

Jesse explained the amount for maintenance is staying the same as previous years.

Casey Wood moved to approve \$18,000 for the scanner

Mike Doherty - seconded the motion

No discussion

Approved: all

Opposed: none

Abstain: none

4. FY 2016 Student Staffing

The staffing for FY16 has an additional 56 hours of staffing over previous years. This is to expand the Coe lab staffing open time from 11am to 9am on Sundays. IT's Academic Support Unit has been funding the increase for the Spring semester and has seen an increased usage with over 20 users accessing the computers at 10:30am.

Ken Driese moved to approve \$52,436 for student staffing
Lane Buchan - seconded the motion

No discussion

Approved: all
Opposed: none
Abstain: none

5. SPSS for remote labs – FY16

Every year the CSTC needs to fund the cost of running SPSS on the remote student lab system. The cost has a standard increase of 10% per year. Questions were raised if 10% is a standard increase that all institutions pay.

Melissa Hunter moved to approve \$5990 for SPSS for the remote lab for FY16
Ken Driese - seconded the motion

Maggie indicated she would send an inquiry to other colleges to see if other institutions are also paying a standard 10% increase every year.

Approved: all
Opposed: none
Abstain: None

6. College Budget reports

Maggie indicated that the committee does not vote on any of the budget reports, rather just reviews them.

No concerns were raised in the meeting.

7. College and Department planned budgets

AG Budget report

Jesse explained the budget is fairly straight forward with mostly rotation cycles.

Casey Wood moved to approve the AG budget
Jeff Miller seconded

Approved: all but one
Opposed: None
Abstain: Cheryl Hilman

AS Budget report

Ken explained the budget is fairly straight forward with mostly rotation cycles and additional computers to support STEM needs.

Tami Browning moved to approve the AS budget
Melissa Hunter seconded

Approved: all but one
Opposed: None
Abstain: Cheryl Hilman

College of Business

Mike Doherty explained their plans for their Laptop Library. They plan to replace 10 of the 20 units this summer. In the Summer of 2016 they will look at moving the Microsoft Surface devices. They are Extend wireless to West building and student lounge and complete wireless in second floor.

Charging position is to bring the electrical infrastructure to a specific location (5 of them).

Ken Driese moved to approve the BU budget
Thomas Adu Seconded

Approved: all but one
Opposed: none
Abstain: Cheryl Hilman

College of HS budget report

Melissa Hunter explained some portions of the budget. Some general replacements, adding a wireless AP, charging stations and expanding the mobile device checkout program.

Casey Woods moved to approve the HS budget
Mike Doherty seconded

Approved: all but one
Opposed: None
Abstain: Cheryl Hilman

Undeclared

No computers up for replacement this year, so just staffing and maintenance

Ken Driese moved to approve the undeclared budget
Lane Buchanan seconded

Approved: all
Opposed: none
Abstain: none

UDSS Budget

Casey Wood explained that this year is a heavy desktop replacement year.
Also looking at a new software package – Kurzweil Firefly – be a possible site license.

Melissa Hunter moved to approve the UDSS budget
Jeff Miller seconded

Approved: all
Opposed: none
Abstain: none

Central Student Technology Committee

Agenda – April 27th, 2015

1. ENZI STEM facility needs
 - EN 2106 moving to STEM room 215
 - Increase in the number of computers from 24 to 41
 - 17 additional computers @ \$1200 = \$20,400
 - Current computers purchase in Summer of 2014 and due for replacement Summer of 2017
 - i. If approved would recommend delaying and replacing all 41 in summer of 2018.

2. Multi Media checkout equipment
 - Additional cameras for presentations and activities
 - i. Canon Vixia HF R52 - 2 @ \$420 = \$840
 - ii. Canon Vixia mini X- 2 @ \$340 = \$680
 - Designed to self-record for presentations
 - iii. Accessories – Bags and Memory - \$300
 - iv. Total: \$1820

3. FY 2015 Printing and Maintenance
 - \$18,000 – covers paper, toner and maintenance needs

4. FY 2016 Student Staffing - \$52,436
 - LA Staffing
 - i. 5266 hrs. @ \$8 = \$42,128
 - ii. 56 additional hours for FY16 – earlier opening of Coe on Sundays (9am – 11am)
 - iii. Covers all BS 37 staffing
 - iv. Covers Coe Library staffing 12 midnight – 8am (provide 24 hr. access)
 - Info Tech covers the other Coe Library staffing costs

 - FY 2016 Service Center staffing
 - i. 1085 hrs. @ \$9.50 = \$10,308
 - ii. Covers 7 hours a day M-F during Fall and Spring Semester

5. SPSS for remote labs – FY16 allocation (pay for in July of 2015)
 - \$5990 yr cost
 - IT pays \$26,600 a year for on campus licenses

6. College budget reports – FY15

7. College budget plans – FY16