Central Student Technology Committee (CSTC)
Meeting: Thursday, November 21, 2013
Location: Union 002

Attendees: Maggie Morrison, Jesse Ballard, Tami Browning, Cody Connor, David Crane, Michael Doherty, Ken Driese, Cheryl Hilman, Melissa Hunter, Xiaoyuan Fan, Tim Kearley, Warrie Means, Trevor Scherlin, Bret Sorensen, Casey Wood, and Ceira Lee

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

   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. It is the responsibility of CSTC members to read the materials and familiarize themselves with the operating guidelines.

2. **Computer replacements for Summer 2014 – 3 yr rotation cycle**

   Maggie explained that the CSTC currently has 135 computers designated for replacement in the summer of 2014. The labs scheduled for replacement are:

   - BS 37   51
   - Geology Lib   6
   - EN 2106   24
   - Coe set B   44
   - CR Lounge and Study   10

   Casey Wood - moved to approve $162,000 to replace the 135 computers
   Tim Kearley - seconded the motion

   Bret Sorensen asked if a four year rotation has ever been examined. Jesse explained that the current budget levels provide enough funding for a 3 yr cycle, so a 4 year cycle has not been examined.

   Approved: all
   Opposed: none
   Abstain: none

3. **AG 229 Projector**

   This fall the projector in AG 229 had a bulb go out and was replaced with an older spare from a decommissioned projector. The current projector is over 5 years old and the Classroom Technology Support group recommends that it be replaced.

   The new projector will be an Epson PowerLite Pro G6450WU. 4500 Lumens and 5yr warranty

   Ken Driese - moved to approve $2,661
   Trevor Scherlin - seconded the motion

   Approved: all but one
   Opposed: none
   Abstain: Warrie Means

4. **Telecommunications & System Support Position funding for biennium FY15 and FY16**

   Maggie explained the CSTC has traditionally funded ¾ of a position in TSS. The request is for the upcoming biennium of FY 2015 and FY 2106. The total cost over the two years is $89,400

   The raise will only occur if the University as a whole receives raises. The actual percentage of the raise provided to the ¾ position will be reflected in the amount allocated from the CSTC. If the position only receives a 2% raise, then only a 2% increase will be included in the CSTC allocation.

   Melissa Hunter - moved to approve up to $89,400 for ¾ of a position in TSS for FY15 and FY16
   Warrie Means - seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

5. **Academic Support Unit Position funding for biennium FY15 and FY16**

   Maggie explained the CSTC has traditionally funded 1/2 of a position in Information Technology's Academic Support Unit. This request is for the upcoming biennium of FY 2015 and FY 2106. The total cost over the two years is $52,000

   The raise will only occur if the University as a whole receives raises. The actual percentage of the raise provided to the ½ position will be reflected in the amount allocated from the CSTC. If the position only receives a 2% raise, then only a 2% increase will be included in the CSTC allocation.

   Warrie Means- moved to approve up to $52,000 for ½ of a position in ASU for FY15 and FY16
   Tami Browning- seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

6. **SCCM Server storage increase**

   Information Technology has increased its usage of SCCM over the past year and the original space allocation provided has been used up. SCCM is used to distribute software to the lab nodes and support the current antivirus solution.

   Discussion took place regarding the current space amounts and if the 1 TB increase will be enough.

   Ken Driese - moved to approve $13,713 for the needed SCCM Storage space increase
   David Crane - seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

7. **Grail replacement and upgrade for mobile printing solution**

   The Student print server is up for replacement this summer and last year the CSTC requested that IT look into implementing a mobile printing solution.

   Cheryl Hilman indicated that she implemented the PCounter Everyone Print solution in her labs as a test this Fall. The webprint function worked well, but the mobile app printing did not work. She has discontinued the use because the trial license had expired and there was not enough usage to justify the cost.

   Discussion came up about usage in Engineering and how it might be used on campus. Jesse indicated that there are several areas on campus that would immediately benefit from the mobile printing solution.

   Trevor Scherlin - moved to approve $6,828 for Grail replacement
   Casey Wood seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

   In order to implement the mobile printing solution the product EveryonePrint needs to be purchased. The upfront cost is $2,995 and the ongoing annual maintenance is $595.

   Time Kearley moved to approve $2,995 to purchase EveryonePrint
   Bret Sorensen seconded the motion

   Approved: all but one
   Opposed: none
   Abstain: David Crane

8. **Domain Controller**

   Traditionally the CSTC has funded one of the domain controllers that serve campus. The Virtual Machine lease that currently runs the CSTC funded domain controller is up for renewal in the Spring of 2014. The lease renewal will fund the domain controller for another 5 years, through the Spring of 2019.

   Melissa Hunter moved to approve $7,358 for the 5 year Virtual Machine lease
   David Crane seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

9. **Media Site Annual Maintenance**

Maggie explained the historical usage of Mediasite on campus. The cost to the CSTC covers maintenance on server software and customer service maintenance on recorders the CSTC supports. The maintenance of $7,211 will cover 2 years, vs. the traditional one year coverage.

Maggie explained a review of a new solution is currently underway and will be complete in the Spring of 2014.

Melissa Hunter moved to approve $7,211 for the maintenance for 2yrs
Ken Driese seconded the motion

Approved: all
Opposed: none
Abstain: none

10. **SPSS for remote lab**

IT currently funds the campus wide site license of SPSS at a cost of around $23,000 a year. The $5,445 cost to the CSTC is to cover SPSS access on the remote lab system. The $5,445 amount will come out of the FY15 budget because the purchase is due early July of 2104.

Cheryl Hilman moved to approve $5,445 to cover remote access of SPSS
Bret Sorensen seconded

Approved: all
Opposed: none
Abstain: none

11. **Poll Everywhere site license - $770**

Last year the CSTC agreed to take over the renewal of Poll Everywhere. Discussion took place on the usage of the product and if the CSTC should move the cost to recurring.

Casey Woods Moved to approve $770 and make recurring
Melissa Hunter seconded

Approved: all
Opposed: none
Abstain: none

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

For the past 8 years the CSTC has funded a product called LabStats that allows the usage of both the computers and specific software to be recorded.

Jesse provided an overview of the function of LabStats.

Trevor Scherlin moved to approve $3000 for LabStats maintenance
Cheryl Hilman seconded the motion

Approved: all
Opposed: none
Abstain: none

13. **KeyServer Software Maintenance - $3,400**

Jesse explained that KeyServer is used to provide concurrent license service to UWStudent lab nodes. The use of KeyServer allows the installation of core Adobe products on all lab nodes, but restricts usage to a limited number of concurrent users.

Melissa Hunter moved to approve $3,400 for the KeyServer software Maintenance
David Crane seconded the motion

Approved: all
Opposed: none
Abstain: none

14. **Digital Sign Software maintenance - $1557**

Several years ago the CSTC funded the placement of Digital Signs in various labs across campus. The request presented to the committee is to cover the software maintenance for the upcoming FY14.

Discussion took place on the use of the signs and their current locations.

Cheryl Hilman moved to approve $1,557 for the Digital sign software maintenance
David Crane - seconded the motion

Approved: all
Opposed: none
Abstain: none

Discussion took place on the need for an additional meeting this Fall. Jesse indicated that there is currently a substantial surplus of funds that must be expended by July 1, 2014. Prior to the next meeting CSTC members should visit with their peers and students to see if there are technology needs that should be considered by the CSTC.

Maggie indicated she would schedule another meeting on Monday, December 2nd.

Maggie adjourned the meeting at 4:30pm

Central Student Technology Committee

Agenda – November 21, 2013

1. Introductions
2. Mission of the CSTC and the Intro Packet
3. Computer replacement – 3 year rotation
   - 135 @ $1200 = $162,000
     - BS 37   51
     - Geology Lib   6
     - EN 2106   24
     - Coe set B   44
     - CR Lounge and Study   10

4. AG 229 Projector with 5yr warranty - $2,661
   - Current projector is over 5 years old
   - Lamp burnt out in September, replacement taken from older spare in storage
   - CTS recommend replacing vs. purchasing a new bulb

5. TSS 3/4 position funding for the biennium - FY 2015 and FY 2016
   - Current position is funded at $43,000 a year for FY14
   - 4% Increase to $44,720/yr for FY15 and FY16 – total = $89,400 for 2 years

6. ASU 1/2 position funding for the biennium - FY 2015 and FY2016
   - Current position is funded at $25,000 a year for FY14
   - 4% increase to $26,000/yr for FY15 and FY16– total = $52,000 for 2 years

7. SCCM Server storage increase - $13,713
   - 1 TB of storage and backups for remainder of VM lease term (May of 2017)
   - Used to distribute software and OS to lab nodes

8. Grail replacement and upgrade for mobile printing support - $6,828
   - 5yr VM lease until Spring 2019
   - Mobile printing support implementation planned for Spring of 2014
   - Mobile printing software – Everyone Print - $2,995
     i. Annual maintenance will be $595

9. Domain Controller – 5yr VM lease - $7,358

10. Media Site annual maintenance - $7,211
    - 2 year agreement will be good until December 2015

11. SPSS for remote labs – FY15 allocation (pay for in July of 2014)
    - $5445 yr cost
    - IT pays $23,000 a year for on campus licenses

12. Poll Everywhere site license - $770
    - Do we want to move this to ongoing

13. LabStats software maintenance renewal - $3000
14. KeyServer Software Maintenance - $3,400
15. Digital Sign software maintenance - $1557
16. 50/50 funding split for library computer lab furniture repair costs
17. Other projects to consider:
    - Coe Study rooms – new and expanded technology?
    - New chairs in AG 229, AS 228, Willett Drive lab
    - Additional lab nodes in Coe library
    - Committee member ideas