Central Student Technology Committee (CSTC)
Meeting: Monday, October 27, 2014
Location: Union 002

Attendees: Maggie Morrison, Jesse Ballard, Thomas Adu, Steve Boss, Tami Browning, Lane Buchanan, David Crane, Michael Doherty, Ken Driese, William Duncan, Matt Hatton, Edouard Havugimana, Cheryl Hilman, Melissa Hunter, Ceira Lee, Trevor Scherlin, Bret Sorensen, Robert West, Kelly Wiseman, Casey Wood

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. **Move of CSTC controlled labs to the new ENZI STEM facility in 2015**
   The ENZI STEM facility is on schedule to open for use in Fall 2015. The facility has two rooms designated for use by the Math (24 lab nodes) and COSCI (31 lab nodes) departments. Currently the plan is to move existing CSTC controlled rooms from their current locations to the new ENZI building. The rooms are EN 2106 (Math) and EN 2109 (COSC).

   Maggie explained there should not be an increase in cost to the committee.

3. **Printer replacements for Coe 200 and CR 205**

   There are currently 3 printers in CSTC controlled lab areas that ASU recommends replacing. Two in Coe 200 and one in CR 205. In addition to replacing the one printer in CR 205, the Academic Support Unit recommends adding a second printer.

   Casey Wood- moved to approve $4772 to purchase 4 printers
   Trevor Scherlin - seconded the motion

   Approved: all
   Opposed: none
   Abstain: None

4. **Computer replacements for Summer 2015 – 3 yr rotation cycle**

   Maggie explained that the CSTC currently has 133 computers designated for replacement in the summer of 2014. The labs scheduled for replacement are:

   - CR 225   25
   - Coe   75
   - ITC 101   23
   - UW Apartments   10

   Ken Driese- moved to approve $159,600 to replace the 133 computers
   David Crane - seconded the motion

   Approved: all
   Opposed: none
   Abstain: none

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

For the past 9 years the CSTC has funded a product called LabStats that allows the usage of both the computers and specific software to be recorded.

Maggie provided an overview of the function of LabStats.

David Crane - moved to approve $3000 for LabStats maintenance
Trevor Scherlin seconded the motion

Discussion took place on the usage of the product.

Approved: all
Opposed: none
Abstain: none

6. **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.

Discussion took place on the Adobe Licensing. Maggie explained that the new licensing model from Adobe may make it cost prohibitive for the CSTC to upgrade Adobe products for use in the labs. Adobe no longer offers concurrent licensing and their subscription based costs are significantly greater than what the committee has paid in the past.

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

Approved: all
Opposed: none
Abstain: none

7. **Digital Sign Software maintenance - $2000**

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 FY15. The amount is a slight increase over previous years and that is because the Libraries have stopped use of the software. This requires the CSTC to pick up more of the annual maintenance than has been paid in the past.

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

Tami Browning- moved to approve $2,000 for the Digital sign software maintenance
Trevor Scherlin - seconded the motion

Approved: all
Opposed: none
Abstain: none

8. **Poll Everywhere annual subscription - $6500**

Maggie explained the original use of the product by the Outreach and then expanded to greater use on-campus. Originally the cost was $700 annually, but in the Fall of 2013 the vendor informed us that we were using the product outside the scope of the original agreement. A true site license was purchase in the Spring of 2014 and increased the cost to $6500 a year.

Discussion took place on the use of Poll Everywhere vs. the iClicker system. Biology and Chemistry departments still use iClicker and Ken Driese indicated he would talk to the AS Dean about educating the AS faculty on the availability of Poll Everywhere.

Discussion took place on obtaining information about Poll Everywhere. Maggie will provide the committee with the URL when the informational website is back up and available.

URL provided after the meeting: http://www.uwyo.edu/ctl/idt/

Trevor moved - to approve $6,500 for the Poll Everywhere Annual software subscription
David Crane - seconded the motion

Approved: all
Opposed: none
Abstain: none

9. **Coe Checkout Laptops**

The CSTC has funded laptops for checkout in Coe Library. The usage provide by the Library staff indicates that usage of the laptops has decreased.

Discussion took place on the usage of the laptops. Question was raised on the use of the iPad checkouts and if the use of the iPads has caused a decrease in the use of laptops. Steve Boss indicated he would work with the library staff to get the iPad checkout usage and their impressions on iPad usage.

The topic of students checking out laptops just to have access to the chargers was raised. Jesse indicated he would look at universal chargers that could be provided for checkout.

Discussion took place on the usage and if the CSTC should consider a 4yr vs. 3yr replacement cycle

The issue was tabled until the next meeting.

Approved: all
Opposed: none
Abstain: none

Maggie will try to schedule a meeting for 11/17 at 11am – 12noon.

Maggie adjourned the meeting at 12 noon

Central Student Technology Committee

Agenda – October 27, 2014

1. Introductions
2. Mission of the CSTC and the Intro Packet

3. Move of CSTC controlled Labs to the new ENZI STEM facility
   - EN 2109 – COSC
   - EN 2106 – Math

4. Printer replacements for Coe 200 and Classroom Food Court
   - 4 Dell B5460dn printers with 550 sheet trays and 5yr warranties
     i. $4,772

5. Computer replacement – 3 year rotation
   - 133 @ $1200 = $159,600
     i. CR 225   25
     ii. Coe   75
     iii. ITC 101   23
     iv. Apartments   10

6. LabStats software maintenance renewal - $3000
7. KeyServer Software Maintenance - $3,400
8. Digital Sign software maintenance - $2000
9. Poll Everywhere Annual subscription - $6,500

10. Coe Checkout Laptops: $26,000
    - Stats provided by Library show a decrease in usage from year to year
      i. 2012   3,819
      ii. 2013   2,653
      iii. 2014   1,527 (as of 10/20/14)

    - Library recommends not increasing and if anything, decrease the number of PC Laptops
      i. PC Laptops 10 @ $1200 = $12,000 (decrease of 5 Laptops)
      ii. Mac Laptops 10 @ $1400 = $14,000

11. Email Kiosks in Union and CR Building
    - 7 in Union – reduced from 10
    - 6 in CR Building
    - 13 @ $800 /e = $10,400

12. UWStudent Storage – server lease and storage increases
13. 3D Printer testing and deployment