

## Central Student Technology Committee (CSTC)

Meeting: Tuesday, February 6, 2018

Location: Union 202

Attendees: Jesse Ballard, Sarah Buche, Victor Bershinsky, Steve Boss, Tami Browning, Michael Doherty, Ken Driese, Tom Foulke, Edouard Havugimana, Cheryl Hilman, Melissa Hunter, Trina Kilty, Venkat Madhyanam, Jeff Miller, Pat Moran, Bret Sorensen, Casey Wood

### 1. Introductions and purpose of the CSTC

An overview of the CSTC's mission and responsibility was provided by Jesse Ballard

- Morrison retired, Jesse has taken over

### 2. Program Fees and the impact on the CSTC and College Fees

Jesse informed the CSTC that in the new Program Fee

- Start fiscal year 19 student computer fees for colleges do not exist
  - Control of the money being overseen by the committee is no longer a thing
  - Committee will continue on, still exist to make decision on where funding does go
  - Individual college committees do not have to exist as they do in th past
- Recommend Deans office & how they plan to work with program fees
  - Or if they have different implementation
- If undeclared fee doesn't exists
  - Need to figure out where it will end up at
- ASUW
  - Get allocations as part of tuition, will continue to receive this & next year
- Clarification on when college computer fees/ program go away and are replaced by programming fees
  - They are originally dist. by fiscal year, so 19 there should be a distribution on July 1
  - If they don't, we are waiting to hear back bout when they will start back
  - b/t July 1 & fall, they may let you spend account into the -, with money accruing to make up for the \$ spent
    - may hear in march sometime

### 3. Budget Overview

Jesse explained

- Last year planned to spend out all funds down to 0 & outreach resale account for funding of call for proposals
  - We did just that, but what happened is everything else was swept
    - \$400,000 was swap centrally, some left in out reach but was swept as well
  - 17 fiscal year incumbrancers, placed on 18 budget balance
  - 109K worth of expenses which rolled over to 18 funds, placing us in the hole
  - 1.2 million in hole for IT
  - 100,900 will be included in that from previous
- Continue as we have out 428,000 budget for the year
- Outreach account
  - There isn't a good answer on getting funding back
  - You can get trustee approval, but we need a defined project in place with no additional money available.
- Our budget is on the back of the sheet for the meeting
- Resale account
- Money was swept, but it didn't impact our committee

- Couple things have been funded by committee we no longer need.
  - Moved positions around (TSS) - recovered costs from that
  - With bulk purchase agreement, cost of comp dropped significantly from 1200 → 900 per machine
    - Giving us more of a surplus
- One thing which changed was Academic support unit
  - Each funding has to pay core salary & fringe benefits
  - This was not originally our responsibility, but now it is
    - Ex) insurance, sick leave, vacation
- Any resales go to IT central, then all central have a 20% max they can be held at
  - Its hard to budget for this
    - Jesse will talk to president about this and tracking our \$ through this budget
    - May look into asking VP about dipping into other reserves
  - \$ for each college will go to them from their respective labs

#### 4. Call For proposals

- This has to be done by May, this Friday if we can
  - Have until after spring break to review them
- Send award letters on 4/6, with purchasing needing to be by 27<sup>th</sup>
- We have 79 k to allocate, but we do not have to spend it all
- 10k for multimedia equipment expansion
  - Drones → compatible items for filming
    - FAA certifications?
  - We want to look at overreaching student needs, not specific ones
  -

Dates for the proposal are:

February 9 <sup>th</sup> , 2018	Call for proposals released
March 9 <sup>th</sup> , 2018	Proposals due to CSTC
April 6, 2018	Announcement of proposals to be funded
April 27, 2018	Purchases made and funding obligated

Ben ASUW president moved to release a call for proposals  
xxx- seconded the motion

Approved: all  
Opposed: none  
Abstain: None

#### 5. Mediasite Renewals

Jesse explained...

- This committee has traditionally funded
  - Given that we did not have a meeting in Dec, Jesse gave approval for 2 things, \$11k for mymedia, and recorders & server maintenance, rec in rooms in 105, 129, 133
  - Zoom, has similar lecture capture piece which may be able to replace mymedia portion
    - We plan to look at zoom as a replacement for next year

- Discontinue mymedia for next year
      - Zoom is more cost effective
      - Other colleges are looking doing zoom & on campus students
  - Skype for business?
    - It is good, but not as user friendly/ cross platform accessibility for students and faculty
    - Teams function will replace skype for business

## 6. Computer replacements for Summer 2018 – 3 yr rotation cycle

- Heavy year for replacements
  - We don't see a need to reduce levels of replacement
    - Space considerations constrain this though
  - This committee has specific labs we maintain, we don't anticipate removing responsibility from this committee
  - There are other labs which may need to come under this committee since they are general use
    - They are currently under undeclared
- We tried to balance out the replacement cycle, to help with fee dist

It was explained that the CSTC currently has 135 computers designated for replacement in the summer of 2018. The labs scheduled for replacement are:

• CR 225	25
• Coe Library	76
• ITC 101	24
• Willette Drive / Bison Run	10

Ken Driese - moved to approve \$121,500 to replace the 135 computers  
Ben ASUW - seconded the motion

Discussion took place purchasing contract for computer equipment. Computers for this summer are the same as last summer, all come with 3 year warranty on them.

Approved: all  
Opposed: none  
Abstain: none

## 7. LabStats maintenance contract - \$12,000

- Software to monitor usage, logins, application tracking, if we need more labs
  - To determine whether a lab needs to exist
  - A&S uses this a lot as well
  - Costs will probably go up this year fro new labs throughout campus
    - 2-3% increase each year or maintenance
- We run it on everything we support & all individual colleges as well

For the past 11 years the CSTC has funded the program LabStats which is used to provide usage statistics on UWStudent computer labs. The program records user logins, provides usage maps and tracks software program usage.

Hunter- moved to approve \$12,000 for LabStats maintenance  
Ben - seconded the motion

Approved: all  
Opposed: none  
Abstain: none

#### **8. Digital Sign Software maintenance - \$2,200**

- Running digital signage
  - Coe, IT, CR, BS,
- Annual maintenance is 17K a year
  - University wide cite
  - Want to include in IT dept as a line budget included centrally instead of across all colleges
  - If we do this, cost will be changed next year

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 FY19.

Ben - moved to approve \$2,200 for the Digital sign software maintenance  
Ken - seconded the motion

Approved: all  
Opposed: none  
Abstain: none

#### **9. Poll Everywhere annual subscription - \$11,000**

Jesse Explained...

- Software which allows students to be in class & throw up a poll in a classroom, instant results
- Was \$6500, but we were out of compliance due to amount of ppl using it
- \$10,800 increase with all the user usage

Casey Wood– moved to approve \$11,000 for the Poll Everywhere Annual software subscription  
Jeff Miller - seconded the motion

Approved: all  
Opposed: none  
Abstain: none

#### **10. WebCheckout Service - \$5,500**

- 50/50 split b/t this committee & ASU
  - Allows us to administer checkout items from a central location for all the different schools
    - Saves 30-40 hours a semester

In the summer of 2015 the Academic Support Unit implemented a new online service that allows students to reserve the multimedia equipment funded by the CSTC online. This is a hosted solution and there is an annual cost to keep it running. The Academic Support Unit absorbed the upfront initial cost and will continue to fund half of the renewal cost (\$5,500 /yr).

The service was expanded this past summer to include the device checkout programs provided by HS, BU, EN and AG

Edward - moved to approve \$5,500 to cover the cost of WebCheckout

Ben- Seconded the motion

Approved: all

Opposed: none

Abstain: none

## 11. Adobe cloud renewal

- Was \$350 a year, reduced to \$220? A year
  - For 14 device based licenses
  - Place these on scanner machines for open labs around campus
  - AG funds a substantial #, along with A&S
  - Most are teaching programs
- We are still going to try and talk to college about funding, Jesse will keep in contact with them to discuss spending
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- moved to approve \$220 per license to cover the cost of Adobe

Ben - Seconded the motion

Approved: all

Opposed: none

Abstain: none

- Coe SIC
  - We seeded equipment to see usage & desire for items/ machines
    - Left 22 k aside for them to continue funding equipment
    - Been very successful
    - ASUW having focus groups look at usage of it
- College committees
  - Melissa wondering
    - Jesse- we want fees to be as transparent as possible
    - Try to keep same model of having committee form, funds allowed to allocate,
    - Changes- computer fees had restriction that if you used computer fees had to give students access to it , on there anymore except for central committee
    - If you need guidance or support labs we do support, happy to meet with anyone on the committee

Meeting Adjourned at 4:49 pm 2/6/18