Central Student Technology Committee (CSTC)
Meeting: Wednesday May 1, 2019
Location: ITC 106

Attendees: Jesse Ballard,

1. **Possible Changes to the CSTC Budget**

2. **FY18 expenses carried over to FY19 budget - $16,682**

3. **Poll-Everywhere Cost increase – of $3000**

4. **Currently have around $10,000 in funds remaining**

   Jesse presented some options to the CSTC for funding
   1. 4k camera
   2. $3500 Coe SIC
   3. $4300 ITC 3D
   4. Document Camera
   5. Upgrade Coe to larger if funds available. f

   Melissa Hunters moved to approve funding for XXX
   Ken Driese Seconded

   Approved: all
   Opposed: none
   Abstain: None

5. **Part Time Lab Assistant staffing FY20– 5266 hours @ $8 = $42,128**

   This cost covers BS 37 staffing and the 24 hour Coe staffing

   Ken Driese- moved to approve $42,128 for Lab Assistant staffing in FY 2020
   Tami Brown - seconded the motion

   Approved: all
   Opposed: none
   Abstain: None

6. **Part Time Walk-in Service Center Staffing FY20 – 1085 hours @ $9.50 = $10,308**

   The CSTS has funded a PT position that helps staff the walk-in service center. Additional staffing coverage is provided by IT and ResLife

   Tom Foulke - moved to approve $10,308 in Walk-in Service Center Staffing for FY 2020
   Jeff Miller - seconded the motion

   Approved: all
   Opposed: none

Abstain: None

7. Shared Full time ASU Position - $42,000

The CSTC has traditionally funded ½ of a position for the Academic Support Unit. In years past it was $25K, but there is now a need to cover 'fringe benefits', which increases the obligation to $42,000. We are no longer requesting funds to cover a TSS position.

Tami Browning - moved to approve $42,000 to cover part of the FT ASU position for FY 2020
Vic - seconded the motion

Approved: all
Opposed: none
Abstain: None

8. Printing and Maintenance for FY 2020 - $19,000

This is the estimated amount to cover the cost of paper, toner, and general maintenance to the labs.

Ken Driese- moved to approve $19,000 to cover printing and maintenance for FY2020
Jeff Miller - seconded the motion

Approved: all
Opposed: none
Abstain: None

9. Computer replacements for Summer 2020 – 3 yr rotation cycle

It was explained that the CSTC currently has 129 computers designated for replacement in the summer of 2020. The labs scheduled for replacement are:

- BS 37   29
- Geology Library   8
- STEM 215   33
- Coe Library   39
- Coe Study Rooms   8
- Library Annex Study Rooms   2
- CR Lounge and Study Rooms   10

   Total: 129

Tom Foulke - moved to approve $122,550 to replace the 129 computers
Jeff Miller - seconded the motion

Approved: all
Opposed: none
Abstain: none

10. **Student Storage for FY 2020 - $6000**

We have changed our student storage to be billed for actual usage on a monthly basis. Our default storage allocation is 2 GB per student.   We have started to see a general increase in usage. Current monthly bill rates are around $420 to $450.

Tami Browning - moved to approve $6000 to cover the cost of student storage for FY2020
Edward - seconded the motion

Approved: all
Opposed: none
Abstain: None

11. **SPSS - $17,000**

Discussion took place on the useage of SPSS.

Brett Sorensen- moved to approve $13,000 for LabStats maintenance
Jeff Miller - seconded the motion

Approved: all
Opposed: none
Abstain: none

12. **LabStats maintenance contract - $13,000**

For the past 12 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.

Mellissa Hunter- moved to approve $13,000 for LabStats maintenance
Bret - seconded the motion

Approved: all
Opposed: none
Abstain: none

13. **Digital Sign Software maintenance - $2,200**

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 FY20.

Edwared- moved to approve $2,200 for the Digital sign software maintenance
Tami Browning. - seconded the motion

Approved: all
Opposed: none
Abstain: none

14. **Poll Everywhere annual subscription - $15,00**

Jesse Explained…

Jeff Millerx– moved to approve $15,000 for the Poll Everywhere Annual software subscription
Vic - seconded the motion

Approved: all
Opposed: none
Abstain: none

15. **WebCheckout Service - $6,500**

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 ($6,500 /yr).

The service was provided by HS, BU, and EN

Melissa Hunter - moved to approve $6,500 to cover the cost of WebCheckout
Edward - Seconded the motion

Approved: all
Opposed: none
Abstain: none

16. **MyMediaSite Site License - $11,000**

xxx - moved to approve $11,000 to cover the cost of MyMediasite for FY 2020 – not to exceed
xxx - Seconded the motion

Tabled

17. **MediaSite Maintenance for CR 105, 129, 133 and the server - $8050**

Jeff Miller - moved to approve $8050 to cover the cost of Mediasite for FY 2020
Vic - Seconded the motion

Approved: all
Opposed: none
Abstain: none

18. **Adobe Creative Cloud Renewals – due in June 2020 - $3500**

Tami Browning- moved to approve $3500 to cover the Adobe Creative Cloud Renewals
Vic - Seconded the motion

Approved: all
Opposed: none
Abstain: none

Meeting Adjourned at 12 noon