

APPROVED 4/13/17

OSU Student University Technology
Services Fee Committee

January 27, 2017
Room 412 Student Union
Meeting Minutes

Present: James Bothwell, Mary Bryans, Chad Depperschmidt, Andy Dzialowski, Brecca Farr, Manikantam Gaddam, Micah Gillezeau (alternate for Hannah Jones), Madeline Hall, Darlene Hightower, Joyce Hise, Samuel Jeyasingh, Carol Jones, Robin Leech, Steve Marek, Maria Moccia-Wolff, Jason Nichols, Ryan Petzold, Luci Wilson

Absent: Jake Barry, Brian Elbing, Denise Weaver

Carol Jones called the meeting of the OSU Student University Technology Services Fee Committee to order at 9:35 am.

1. Approval of Agenda. **A motion was made to approve the agenda. The motion was seconded and approved by a voice vote.**
2. Introduction of Members. Members introduced themselves and the area they represent.
3. Approval of Minutes. The 3/28/16 minutes were included in the handouts for the meeting. **A motion was made and seconded to approve the 3/28/16 minutes. Motion was approved by a voice vote.**
4. Budget Update – Darlene Hightower reviewed the UTSF FY17 Budget (handout provided). We started with a revenue of approximately \$3.1 million from fees. There was a carryforward amount from FY16 of approximately \$284,888, and \$3,000 from the English Language Institute, for a total of approximately \$3.4 million. We allocate it to projects and to some ongoing operating expenses. Some of those expenses are Salaries and Wages, most of which is in the IT Department; Supplies and Materials, used in the general use computer labs; Network Services, switches and network equipment; and Memberships, which is a membership for the Library for students to use as a resource. We also keep a reserve of eight percent for emergencies. The projects that were approved last year are listed on the report and it is noted if they are considered complete at this time. A question was raised as to whether some of these expenses are used for other campuses. Darlene responded that these expenses are all used for the Stillwater campus. Darlene mentioned that next spring, usually in late March or April, the committee will meet to discuss and approve the projects for the next fiscal year. What we are looking for are projects

that benefit the campus as a whole. Each college receives a tech fee for use for their projects. Therefore, we want to reach as many students as possible with the projects.

5. Status Reports for FY17 Projects in Progress –

Project 17-001 (Upgrade Internet Infrastructure) – Sally Schuh reported on the project. The project is complete and went \$3,194 over budget and the College of Arts and Sciences tech fees covered this. Reports show that the upgrade was very successful, with the imaging process to update the computers going from taking 90 to 120 minutes, to 15 minutes for large 60 gig lab images; and imaging for smaller images, instead of taking 45 minutes went to 5 minutes. Faculty are reporting that they can run the programs, and then can actually rely on them to open. The project provided a profound change for useful technology to be used.

Project 17-003 (Digital Signage) – Karissa Lowe reported that the project for the Colvin Center is in process. They have purchased the screens and the computer that go with the screens. One implementation is currently by the front desk at the Colvin Center. They have four additional locations that have network drops in place and they will be installing screens at those locations. They will be purchasing additional network drops as well.

Project 17-004 (Wi-Fi Expansion) – Mike Kerntke reported that this project was to expand and enhance the Wi-Fi capabilities in the OSU Library. Due to the large number of new type of devices being used on campus, we needed to increase bandwidth and support the faster protocols. This project allowed a complete upgrade of the Library Wi-Fi infrastructure on the 3rd and 4th floors where the largest concentration of students study. Now the Wi-Fi should be stable and should be quick. A question was raised of the Colleges using more mobile software instead of using computer labs and it uses a lot of processing power on those laptops. Is this Wi-Fi update going to be sufficient to handle things like that? If you are going to be in the Library, you should have plenty of bandwidth on the Wi-Fi system.

Project 17-005 (Data Center Refresh) – Mike Kerntke reported that this completed a multi-year project to rewire the Data Center itself. In the past, we have had a large number of wires running under the floors. This project alleviated the biggest of that portion of wires. The project is completed.

Project 17-007 (Wireless Expansion/Upgrades) -- Mike Kerntke reported that this project upgraded the infrastructure in Ag Hall 101, Animal Sciences 123, Physical Sciences 141, and Noble Research Center 106. Those four general classrooms now that latest and greatest technology.

Project 17-008 (Res life Wireless Deployment) – Mike Kerntke said this is part of multi-year project to install wireless in residential life buildings. We believe there will be about two years left on completing this project. Housing is providing the major part of the funding. It was ask what percentage is completed; Mike said about 85%. One more year will provide Wi-Fi in all of the student housing facilities. One more year after that will be needed to go back and

improve where some areas are spotty. If students would like to report Wi-Fi issues, Residential Life has a tech help line that these issues can be reported.

Project 17-006 (G.U. Classroom Upgrade and Maintenance) – No report available.

Project 17-009 (Extending Printing Services) – Charles McCann reported that the IT Department manages the IT Labs for the Student Tech Fee. One observation is that IT Labs are becoming smaller and printing drives the majority of the resources in the labs. We have reduced the size of the labs and we are putting VDI workstations in the labs. These workstations have a browser window back to the software as if you sat down in a physical lab. The actual machines do not require frequent upgrades or replacement. As we move toward that, it is more of the smaller labs and distributing the service. This project allowed us to move the Bennett Lab to a smaller space and set up 14 stations, a release station, and students can pull up the software and print to the printer. We are planning to put two VDI stations in the lobby in Kerr-Drummond and in the University Commons. We are working on getting the electricity and network drops in place to complete the project. A map was distributed showing remote print station locations and a plan to monitor these stations. Currently, print stations are located near front desks that are staffed by Residential Life and they can monitor and let IT know if there is an issue. It is planned to employ roving monitors to check the stations routinely to see if paper is needed and to ensure that the station is working properly. The committee was encouraged to provide input regarding locations that would benefit from a remote print station. One suggestion was ATRC, which is in the middle of campus. It is a space that students congregate. One observation was whether ATRC access is restricted after business hours. Another location would be the North Classroom Building where there is a group study space available.

Information was offered regarding Project 17-006. It was reported that the Wes Watkins Center has two spaces that were recently opened for scheduling university classes. The auditorium is one. The technology was replaced and upgraded, including the projector. Faculty have reported that they love the new technology -- it is high quality and versatile. Room 109 was also upgraded with new technology. Therefore, both of those spaces are now being used for general classrooms and the new technology provides a good educational experience.

A motion was made and seconded to adjourn the meeting. Motion was approved by a voice vote.

Meeting adjourned at 10:05 a.m.

Minutes submitted by: Joyce Hise

Approved by the UTSF Committee 4/13/17