

APPROVED 4/13/2018

OSU Student University Technology
Services Fee Committee

February 16, 2018
Room 126 ITLE
Meeting Minutes

Present: Frances Alvarado Albertonio, Jessica Barnes, Mary Bryans, Tilanka Chandrasekera, Kelsey Conley, Andy Dzialowski, Darlene Hightower, Joyce Hise, David Howey (alternate for Maria Moccia-Wolff), Schyler Keating, Jackie Mania-Singer (Alternate for Chad Depperschmidt), Stephen Marek, Mindy McCann, Hadley Reuter (alternate for Anna Hurlbut), Awilda Rodriguez, Nicole Sump-Crethar, Zhong Thai, Denise Weaver

Absent: Jason Nichols

Chair Zhong Thai 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 4/13/17 minutes were included in the handouts for the meeting. **A motion was made and seconded to approve the 4/13/17 minutes. Motion was approved by a voice vote.**
4. Budget Update – Darlene Hightower reviewed the UTSF FY18 Budget (handout provided). We started with a revenue of approximately \$3 million from student fees. The amount left from prior year projects was about \$60,000. The total budget for this past year was about \$3,427,000. Below that are the projects that were approved and operating expenses moving forward. We have operating expenses that we bring forward every year. Some of it is salaries for students and for some of the IT employees for support. There are software licensing fees that the enterprise uses for all students, faculty and staff. Also general use computer classrooms.
5. Status Reports for FY18 Projects in Progress –

Project 18-001 (Live Scan Electronic Fingerprinting at OSU PD) – Anthony Gillilan presented an overview of this project. They requested \$10,450 for the Live Scan fingerprint system. They came in \$75 under budget. Since going live with the system, they have done 76 fingerprint sets, with an average of 11 per month. One of the hurdles is that a couple of the agencies that they submit fingerprints to need specific information, so they have had to do a few paper copies. They are working on getting that issue corrected. This system has proved very

helpful. The process takes about 15 minutes as opposed to 40 minutes if done by paper. This project is beneficial to the campus in that research areas, student teachers, and others are required to have fingerprints done.

Jay Lively updated the committee on Projects 18-002 through 18-007.

Project 18-002 (Network Backbone Upgrade) – Jay described that this project was to upgrade the network backbone from 10 gigabits to 40 gigabits. We have all equipment ready to go, we are just waiting for the semester to end before we cut over to the 40 gigabits. The time line is from the end of May to the first of June.

Project 18-003 (UCS Upgrade) – The UCS is the equipment that handles all telephony aspects and infrastructure to manage the telephone network. This project is complete.

Project 18-004 (UHS Site Redundancy) – This project is on the same timeline for implementation, the end of May to the first of June. This gives us the same capabilities at UHS as the data center in Math Sciences. We can have the high end security that we need for that area.

Project 18-005 (AG West Proxim Equipment) – This project was to replace all point-to-point wireless systems in the buildings on the west side of campus. We were able to take fiber optics lines out there and get them off wireless point-to-point, which can be affected by weather.

Project 18-006 (Res Life Wireless) – This project is funded by UTSF and Residential Life. This is a multi-year project. This last year we implemented Wentz and Parker, and increased the capacity in Bost, Young, Morsani-Smith, Sitlington, Davis, Zink and Allen. We put in a total of 521 wireless access points.

Project 18-007 (General Campus Wireless) – This was a general refresh on campus for wireless access points. It involved taking out the legacy equipment and putting in the new style equipment. We installed 356 units in Ag Hall, McElroy Hall, LSE, LSW, Math Science, North Classroom, Student Union, NRC and ATRC. For future projects, if you know of areas that wireless is an issue, please contact Jay Lively.

Project 18-008 (G.U. Classroom Upgrade and Maintenance) – Jeremy McCully presented the update on this project. These upgrades have been completed. This included larger scale classrooms and auditoriums. We have some residual funding left which will be spent on maintenance, and items such as projector lamps and projectors that we need to order. The equipment is standardized so that it is consistent across campus.

Project 18-009 (S.U. Computer Support) – Chris Conway reported on this project. One-half of the funding that was requested was approved. New kiosks were purchased with the funding. The work has been completed.

Darlene explained that the next meeting of the committee will be to review and approve projects to receive funding for the next fiscal year. For the last three years, we have not had ample budget to approve all funding requests. The committee will decide how the funds are to be used.

A question was asked about the new Business Building and the technology services needed. For new construction and major renovation, the new construction budget takes care of those services initially.

The next meeting will be mid-April. Project request information will be distributed to the committee to review prior to the meeting.

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

Meeting adjourned at 3:20 p.m.

Minutes submitted by: Joyce Hise

Approved by the UTSF Committee 4/13/2018