

APPROVED 4/19/2010

OSU Student University Technology Services Fee Committee

April 5, 2010
224 Student Union
Meeting Minutes

Present: Lee Adkins, Darshon Anderson, Pasha Antonenko, David Bosserman, Andrew Breshears, Satish Bukkapatnam, Brad Duvall, Darlene Hightower, Joyce Hise, Heidi Hoart, Marc Krein, Mark Legg, Nicholas Materer, Megan McCool, Ben McLaughlin, Merideth Miller, Maria Moccia-Wolff, Anne Prestamo, Aravind Seshadri, Marlene Strathe, Don Turton

Absent: Sanjay Kapil, Dana Pentecost, Kylie Radka

The meeting of the OSU Student University Technology Services Fee Committee was called to order by Brad Duvall at 5:02 pm.

1. Approval of Agenda. A request to add an agenda item was made by Dr. Carmen Greenwood. She is seeking registration fee support for the Classroom Responder System. The committee requested that this item be presented at the next meeting of the committee as a new project. **A motion was made to approve the agenda as is. The motion was seconded and approved by a voice vote.**
2. Approval of Minutes. The 11/10/2009 minutes were included in the handouts for the meeting. **A motion was made and seconded to approve the 11/10/2009 minutes as presented. Motion was approved by a voice vote.**
3. FY10 Budget Status Update – Maria Moccia-Wolff reviewed the budget report for FY10 updated as of 2/28/2010. All of the FY09 and FY10 projects have been completed.
4. FY11 Budget Request for Operations/Maintenance – Darlene Hightower referred to the handout detailing the operating budget and the software maintenance renewal for FY2011. The figure for salary and wages was not increased. Supplies and Materials and Network Services have remained the same. We decreased the Miscellaneous Expenses and Memberships budget amounts slightly. A 10% Reserve is built into the budget.
5. Review of Process for Consideration / Approval of Requests – Darlene Hightower summarized the historical criteria for projects receiving funding from the UTSF. Projects should benefit the student body as a whole. College-specific projects should be funded by the College Tech Fees.
6. Presentation of new requests for funding
 - a. 11-007 – GU Tech Upgrades – In the absence of Blayne Mayfield, Darlene Hightower explained that she believes this project is to replace equipment in general university classrooms across campus.

- b. 11-008 – SPSS AMOS License Maintenance – Heidi Hoart presented this project which requests software licensing for structural equation modeling. The software benefits several colleges, such as Arts & Sciences, Human Environmental Sciences and the College of Education. The College of Business and others may be able to use it as well.
 - c. 11-009 – LabView – Kristi Ehrlich presented this request to purchase the LabView license campus-wide. There are several users, including CIS, MIS, Business and Chemistry.
 - d. 11-010 – Welcome Week Ning Website Staffing – Lee Bird outlined this request. It is for funding of evening and weekend student support of a social network site during Welcome Week and for several weeks after.
 - e. 11-011 – Bennett Hall Equipment Rotation – Darlene Hightower explained that she would like to change the scope of this request. The Student Union computer lab is being taken off-line this summer as part of the renovation. She has been looking for an alternate location in the central part of campus. Discussions with the Library indicate that it may be feasible to house a lab in that facility. Darlene would like to hold the amount of funding requested in this project until the next UTSF Meeting. Information is being gathered and would be presented at the April 19th meeting.
 - f. 11-012 – Wireless Indoor Access Points Rotation – Jay Lively explained that this project would replace older devices which are 5 to 7 years old. Referencing the supplemental spreadsheet, he is requesting Priority 1 and 2 replacements this year only.
 - g. 11-013 – Upgrade Student Home drive Storage – Tina Meier reviewed the project of updating the students' home drive storage, and in the process, making it web accessible. She reported that approximately 25,000 students currently have data on their home drives. IT would pay for 50% of the total cost and UTSF would pay for 50%.
 - h. 11-014 – Oracle Server Rotation – Jerry Kidd outlined this request to replace servers that are reaching their end of useful life. IT would pay for 50% of the total cost and UTSF would pay for 50%.
 - i. 11-015 – Virtual Desktops – Tina Meier indicated that this request is to test the VMWare for virtual desktops. IT would pay for 50% of the total cost and UTSF would pay for 50%.
7. Discussion/Approval of FY11 Project Requests
The Committee discussed how to spend funds available in the budget (\$376,644) and acted on the projects as follows:

Project 11-007 -- \$59,795 (GU Tech Upgrades) – **A motion was made to approve Project 11-007. The motion was seconded and approved by a voice vote.**

Project 11-008 -- \$9,558 (SPSS AMOS License Maint) – The committee needs clarification on terms of access and existing licensing. Darlene Hightower will

research and will bring info to the next meeting. **Motion was made to table until the next meeting. Motion seconded and passed by voice vote.**

Project 11-009 -- \$30,000 (LabView) – The use of this product was discussed. The committee would like to see support from other Colleges for this product. They would also like more clarification on the use and recurring costs and the ratio of student use to faculty use. **Motion was made to table until the next meeting. Motion seconded and passed by voice vote.**

Project 11-010 -- \$8,640 (Welcome Week Ning Website Staffing) – The committee discussed the appropriateness of UTSF funding for this request. The committee felt it was more of a General University expense instead of tech fee expense. **Motion was made to deny Project 11-011. Motion seconded and passed by voice vote with two oppositions.**

Project 11-011 -- \$64,462 (Bennett Hall Equip Rotation) – The committee would like to consider the request to change this project to funding needed to move the SU Computer Lab to the Library. **Motion was made to table until the next meeting. Motion seconded and passed by voice vote.**

Project 11-012 -- \$91,602 (Wireless Indoor Access Points Rotation) – The committee clarified that the amount requested in this project was for Priorities 1 and 2 only. **A motion was made to approve Project 11-012. The motion was seconded and approved by a voice vote.**

Project 11-013 -- \$39,902 (Upgrade Student Home drive Storage) – **A motion was made to approve Project 11-013. The motion was seconded and approved by a voice vote.**

Project 11-014 -- \$11,562 (Oracle Server Rotation) – **A motion was made to approve Project 11-014. The motion was seconded and approved by a voice vote.**

Project 11-015 -- \$50,118 (Virtual Desktops) – **A motion was made to approve Project 11-015. The motion was seconded and approved by a voice vote.**

It was estimated that approximately \$123,600 was left to appropriate.

8. Future Project Consideration

Several projects were outlined for the committee by Darlene Hightower as possible future projects to consider.

Emergency Notification – this project would provide a means to notify the campus (by various mechanisms -- text, email, fire alarm, etc.) of an emergency situation

quickly. Technology is available that allows one individual to simultaneously launch the same message to multiple notification mechanisms. The committee questioned whether this would be a tech fee expense; it seems to be more of a safety issue than a technology issue.

Mobile Application Routing – this project would allow mobile applications to reach PDAs regardless of the OS flavor, Windows or Apple. The committee would be amicable to considering this project, depending on cost.

Web Video Conferencing – this project would provide for more personalized interaction for distance education students. The committee would entertain a project of this nature, but the costs could be prohibitive.

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

Meeting adjourned at 7:06 p.m.

Minutes submitted by: Joyce Hise

Minutes approved by the UTSF Committee on April 19, 2010.