OSU Student University Technology
Services Fee Committee

April 26, 2005

224 Student Union

Meeting Minutes

Present: Stephen Barnes, Birne Binegar, David Bosserman, Jerry Bowen, Gina Causin, Norma Earp (Substitute for David Thomas), Karalyn Eyster, Don Fry (Substitute for Timm Bliss), Darlene Hightower, Tom Jordan, Alex Kolpakov, Kevin Murphy, Douglas Needham, Anne Prestamo, Ryan Royse, Marlene Strathe, Lisa Vogel (Substitute for Shiretta Ownbey)

Absent: Monica Dudley, Courtney Hentges, Angel Kymes, Jim Lish

The meeting of the OSU Student University Technology Services Fee Committee was called to order by Birne Binegar at 5:05 p.m.

1.   **Minutes from the March 28, 2005 meeting were approved by a motion, second and a show of hands.**

2.   Darlene Hightower reported that the FY 2006 project list has been revised. The annual software maintenance contracts were omitted from the original project list. A revised FY 2006 budget was presented to the committee as well as a list of the software licensing and maintenance expenditures for FY 2005. The $600,649 budgeted for software cut into the funding available for the additional projects for FY 2006.

A revised FY 2006 major projects list was reviewed by the committee. The first five projects were approved at the March 28th meeting:

    Multimedia for General University Classrooms ($382,888)
    Student Computer Lab Rotation-Bennett Hall ($117,500)
    Server Rotation and Testing Environment ($75,000)
    Assistive Technology ($57,500)
    Disk Storage and Enhanced Backup Capabilities ($200,000)

Funding was also requested for the Virtual Labs project ($150,000 from Tech Fee funding.)   The remaining projects were listed with additional information, but funding will be pursued elsewhere. The Virtual Lab project will be a long-term project as licensing will need to be acquired at a slow pace. We are looking right now at getting licensing from SPSS. Some software packages do not lend themselves to this type of environment; therefore some specialized packages would still be accessible only in the labs.

Other special projects are up for consideration also. The following special projects were presented to the committee for consideration of FY2006 funding:

CASNR	$118,000	Rotation of equipment for open computer labs
Library	$125,000	Rotation of laptops for checkout
Hort/Landscape	$ 10,468	Continued development of college lab software renewals

Documentation for these projects was included in the members' packets. If all of these projects are approved, and a 10% reserve is maintained, there would be a $17,824 shortfall. Current credit hours were used in determining the reserve amount. Credit hours could increase slightly next year.

The committee discussed the request by the Horticulture and Landscape Architecture department for funds to maintain the software in their department lab. Their request was turned down at the College level. The lab's use is limited to the department's students. It is a 35 seat lab. The department has approximately 230 students.

A motion was made, seconded and approved by voice vote to table the Horticulture and Landscape Architecture request until after discussion of the CASNR request.

The committee discussed the request by the CASNR for funding to rotate equipment for their computer labs in the amount of $118,000. These labs are open to all students. Labs are located in Rooms 005 and 266 Ag Hall and 126 Animal Science. It was the feeling of the committee that computers could be acquired at $1500 per computer instead of $2000 per computer. It was suggested that the committee authorize the purchase of 59 computers at a designated cost, instead of authorizing an $118,000 expenditure.

A motion was made, seconded and approved by voice vote to approve the CASNR to purchase 59 computers at no more than $1500 per computer; the purchase must be reviewed by the CIO first. Additionally, the CASNR should budget the annualized licensing agreements for their department's labs and build that funding into their college IT fee structure; and the committee recommends this be done this year.

The Library request for $125,000 for laptop upgrade and maintenance was discussed. Dr. Bosserman stated that the University is considering placing an amount in the annual budget of the Library to cover laptop rotation. If funding can be found elsewhere for that project, the request will not need to be funded from the Tech Fee.

A motion was made, seconded and approved by voice vote to approve the Library proposal contingent upon no institutional funds being available for the request.

The request for funding for the Virtual Lab project was discussed. This project will enable students to have access to lab resources from remote locations. Students have asked for this service. The software will be running on terminal services on campus, not on the desktop. The change is in the licensing.

A motion was made, seconded and approved by voice vote to approve the request for funding for the Virtual Lab Project.

A motion was made, seconded and approved by voice vote to require that those requestors who were awarded funds must report on the use of the funds and the status of the project at future committee meetings.

Documentation was reviewed regarding the history of the Tech Fee funding of network expenses at 51%. The percentage was originally based on traffic samplings done by CIS. The current request is for $400,000 to cover a portion of the network expenses. In recent years, the amount approved by the committee was close to that amount. The question of accountability was presented. A list of equipment purchased from the Tech Fee Account for network services would be prepared for review. For FY 2005, a transfer from the Tech Fee Account to the IT Account was made as approved by the committee. For FY 2006 forward, the expenditures will come directly from the Tech Fee Account.

Approval of the revised FY2006 budget was requested.

The motion was made, seconded and passed by voice vote to approve the FY 2006 budget as amended.

Before the next meeting, a request will go out to either reappoint members or appoint new members to represent the areas. The next meeting will be scheduled mid-September, 2005. Reports will be presented on how the year closed and how we are doing on the FY 2006 budget.

It was requested that packets be emailed or delivered in advance of the meeting.

Meeting adjourned at 6:30 pm.

Minutes submitted by: Joyce Hise

Handouts
     (#1) Revised FY2006 Budget
     (#3)   FY2005 Software Licensing/Maintenance Expenditures
     (#4)   FY2006 Proposed Projects
     (#5)   FY2006 Major Projects (Revised)
     (#6)   3/3/05 Letter from Ed Miller

(#7)   April, 2005 Letter from Sheila Johnson
(#8)   4/22/05 Letter from Dale Maronek
(#9)   4/26/05 Letter from Darlene Hightower
(#10) STF Committee Goals for 1995-96
(#11) Anticipated 4-year Budget prepared 3/25/96

Minutes approved by the UTSF Committee on October 3, 2005