

APPROVED 4/14/14

OSU Student University Technology
Services Fee Committee

November 20, 2013
Room 417 Student Union
Meeting Minutes

Present: Patrick Allen, Mary Bryans, Norma Earp (alternate for Rebecca Damron), Heath Flanagan, Corey Hadley, Darlene Hightower, Joyce Hise, Heidi Hoart, Robin Leech, Kaitlin Loyd, Andy Martin, Nicholas Materer, Maria Moccia-Wolff, Jason Nichols, Dan Shoup, Victoria Thomas

Absent: Fiona Carmody, Kaan Kalkan, Angel Kymes, Laura Lippert, Chris Ross, Denise Weaver

The meeting of the OSU Student University Technology Services Fee Committee was called to order by the co-chair, Nicholas Materer, at 3:03 pm.

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 4/16/2013 minutes were included in the handouts for the meeting. **A motion was made and seconded to approve the 4/16/2013 minutes. Motion was approved by a voice vote.**
4. Budget Update -- Darlene Hightower reviewed the FY 14 Maintenance Renewal spreadsheet. This lists software maintenance that the group has historically approved. At the spring meeting, when funding requests are discussed and approved, a report will be submitted showing the utilization of each of the software packages in the central IT labs. It will be difficult for IT to measure the utilization of the software used out in the college labs. Would it be sufficient for the colleges to report on the classes that use the curriculum and the number of students that were enrolled in the class? It was felt this would be a sufficient measurement of the need for the software. Every year we have more requests for software to be funded from the tech fee. This would provide a review of what the tech fee is funding, and it will be useful in the decision to continue or approve funding. A report of downloads will be prepared also. The question was asked regarding the procedure to have a software license considered for funding by the UTSF. Currently, the process requires at least three different colleges demonstrate a need for the license. If approved, the UTSF would cover 1/4th of the cost of the license. The FY 14 budget update was included in the meeting materials. The UTSF total budget was \$3.1 million for FY14. The status column indicates when the project is completed. The project is completed when the expenditures are made and when the actual work or installation is completed. The reserve is 5% of the total budget to be used for emergency purchases. The remaining balance available is \$81,000. This is the amount that has not been allocated to projects. The budget revenue is a projection and it may be adjusted up or down depending on enrollment numbers.

5. Project Status Reports

14-015 General University Classroom Upgrade and Maintenance. Jeremy McCully from ITLE reported on this project. He reported that routine maintenance and repairs have been completed. Some of the larger scale projects are in progress. We are waiting on some equipment to arrive. The smart boards have been placed in designated rooms and are in use. Some discussion was held regarding experience with the smart boards. Some areas are experiencing some difficulty with using the smart board. ITLE is offering training on the smart boards.

14-016 Data Center/UPS Battery Replacement. Jerry Kidd from IT reported that there are two UPS' in the Data Center to supply redundant power to critical equipment. This project is to replace one of those batteries. The batteries last about five years. The replacement was performed on September 5; and the actual cost was \$74,500, which was a little less than projected.

14-014 Network Security Disk Storage/Hardware Rotation. Darlene reported that this project was funded for \$13,000 to purchase network intrusion, prevention and detection and also for QRadar, which is a log management system. They were also replacing the servers as well as a disk expansion. The funding was a 50/50 split between the IT Department and UTSF. Those have been purchased and deployed.

14-004 Kerr/Drummond Computer Lab Rotation. Charles McCann from IT reported that the computers have been purchased and installed and the project is complete. The Kerr/Drummond Lab replacement plan was discussed. Darlene reported that IT would like to have a place to relocate those machines in that vicinity. Those plans have not been established yet.

14-005 Computer Lab Imaging Hardware Rotation. Tina Meier from IT reported that the new servers were installed. We have one server for virtual SAS that will be put in place between semesters.

14-006 Online Classroom Hardware Rotation and Disk Storage. Tina Meier from IT reported that we have the servers ready to go and plan to put them in place between semesters. All the storage is in place.

14-008 Server Hardware Rotation for Directory Services. Tina Meier from IT reported that the servers have been purchased will be replaced one by one and they will begin scheduling that process.

14-009 Virtual Server Farm Hardware Rotation. Tina Meier from IT reported that this project is completed.

14-007 Outdoor Wireless Hardware Rotation. Mike Kerntke from IT reported that we try to do this rotation on a three to four year basis. All the hardware is in place. There are some access

issues because most of the sites for these access points are just outside of classrooms and administration offices. We will be installing this hardware over the semester break.

14-010 Network Distribution Router Rotation. Mike Kerntke from IT reported that most of our distribution layer for the network needs refreshed. This year we are doing about 1/3 of the layer. We have the hardware in place. We are still having some hardware to be ordered as some of the optics is changing.

14-011 Data Center Network Hardware Rotation. Mike Kerntke from IT reported that this hardware is getting aged and needs updated. We have the hardware in place, but need to acquire some additional pieces to fully implement.

14-012 Load Balancer Hardware Rotation and 14-013 Domain Name Service. Mike Kerntke from IT reported that we anticipated having these in place, but the vendor that we were using is no longer a supplier. So we are evaluating options. We anticipate getting the order out early February, and hopefully install later in the spring.

Mike Kerntke provided an overview of the network services, including networking connectivity and routers/switches in service. A handout was provided in the meeting packets. One item of special note is a project that will affect everyone on campus at some point in time. That is the network authentication project. Currently any device that attaches to our wireless network is required to authenticate. We are moving to enforce that same standard across our wired network. There are numerous benefits to this change. We need to get to the point where all network access is created equal. We will be rolling this out sometime after the holiday break. The IT Department is currently using the authentication.

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

Meeting adjourned at 4:40 p.m.

Minutes submitted by: Joyce Hise

Minutes Approved by UTSF Committee on 4/14/14.