

APPROVED 4/3/15

OSU Student University Technology
Services Fee Committee

November 19, 2014
Room 413 Student Union
Meeting Minutes

Present: Mary Bryans, Norma Earp (alternate for Rebecca Damron), Brecca Farr (alternate for Heidi Hoart), Brandon Fletcher (alternate for Emma Steele), Darlene Hightower, Joyce Hise, Aaron Hu, Ashwin Kumar, Robin Leech, Kaitlin Loyd, Steve Marek, Nicholas Materer, David Meyer (alternate for Cole Griffin), Maria Moccia-Wolff, Rafi Montashirur, Jason Nichols, Sally Pendleton, Nick Rose, Victoria Thomas, Penny Thompson (alternate for Angel Kymes), Daniel Wang, Denise Weaver

Absent: None

The meeting of the OSU Student University Technology Services Fee Committee was called to order by David Meyer at 3:35 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 4/14/14 minutes were included in the handouts for the meeting. **A motion was made and seconded to approve the 4/14/2014 minutes. Motion was approved by a voice vote.**
4. Budget Update -- Darlene Hightower reviewed the status of the FY15 Budget. The anticipated revenue for FY15 is approximately \$3.1 million, and the carryforward from FY14 was approximately \$70,000. That brought the total budget to about \$3.19 million, a majority of which has been spent toward projects. The anticipated revenue is projected by IRIM based on enrollment projections early in the spring. Next spring when the committee reviews projects and approves funding, the projected amount is what we use for revenue. We usually receive more than what is projected. In the Spring, the project requests are submitted and assigned a project number. The requestors will come to the spring meetings to answer questions and describe their request. Throughout the year, the expenditures are tracked and how much is left to be spent. Periodically throughout the year, Maria communicates with the project requestors to determine when the project can be closed out. Some recurring expenses are assigned project numbers as well. They are operating expenditures. Projects 15-012 through 15-017 are the ongoing expenses for FY15. Anything above those projects that we have left, it is the responsibility of this group to decide how it is spent. The meetings in the spring to review project requests are usually held in March. The last couple of years, there have not been enough funds to approve all

requests. What we are looking for are projects that benefit the campus as a whole. A reserve is always kept out for rainy day funds. Maria balances this to the general university ledger--that is what the FBM090 line is on the budget. Each time we meet, the status of the project is updated, either in-progress or complete.

5. Project Status Reports

15-007 General University Classroom Maintenance. Jeremy McCully reported that the equipment has been purchased and the majority has been installed in the rooms. There is a balance remaining on the project, but they are waiting on Physical Plant charges to be received before it can be closed. This project focuses on general university classrooms. These classrooms are scheduled by the University for any department or any course. There are over 150 classrooms that are general university. ITLE supports the technology in those classrooms; document cameras, computers, projectors, etc.

15-002 Network Distribution Router Rotation. Mike Kerntke reported that the project has to do with upgrading modules within the six distribution routers around campus. We did three of them in FY13 and we completed the others in FY14. We have upgraded all of them except the one in Bennett Hall. That one could not be updated because we just could not take Boone Pickens stadium off-line during football season. That one will probably be done over the holiday break.

15-003 Data Center Switching Top of Rack. Mike Kerntke reported that we are upgrading the type of switching that we have in the Data Center. The top of rack switching allows us to get a lot of the copper that we have been using upgraded to fiber so that we have much higher data rates through the Data Center. This will be an ongoing project for the next five to six years. This type of project has to be done in stages.

15-004 Data Center Network Router Rotation/Consolidation & 15-005 Border Router Rotation. Mike Kerntke said that these two projects were partially funded this past year. We are working to consolidate the equipment in the Data Center so that we can reduce the number of routers that we have in our entire network environment by two. That does not sound like a lot, but it will save quite a bit of money in maintenance costs going forward. It will also allow us to have the speed built into the border routers so that as we need to upgrade the amount of data going out to OneNet or out to the internet from OSU, we will be able to pop that up to 40 gig from our current 10 gig limitation.

15-006 Construction Lab Wireless Upgrade. Mike Kerntke reported that this project was originally submitted by the Construction Lab to provide wireless access to the lab. This project has been completed. We just need to charge back to the proper account for the cost of the switch.

15-009 Residential Wireless. Mike Kerntke reported that we have completed all but a handful of apartments. This was year one of a three-year project to roll out wireless to all

the residential areas. The students are very happy with the wireless services being added. We were able to purchase a smaller unit so the costs have been reduced to what we had originally estimated. We were, therefore, able to complete about 30% more this summer than what we had anticipated. We are able to use existing wiring as opposed to running new wiring. The question of whether University Commons is a part of this project. The answer is no, the cost of wireless is included in the cost of building new residential housing.

OLD BUSINESS

On Project 15-001, more information was requested before a decision was made on funding this project. Was information received? Darlene will follow up to check on the status on this request.

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

Meeting adjourned at 4:00 p.m.

Minutes submitted by: Joyce Hise

Minutes Approved by UTSF Committee on 4/3/15.