Student Technology Fee
Meeting Minutes
2014-Apr-19

Attendees Present:

Mike Daniels - Chair, Accounting & Finance, College of Business (Faculty Member)
Rachel Catterell - SGA Senator (Member)
Naomi Foley - Student Rep, CSU Computer Helpdesk, UITS (Member)
Mack Ragan - Senior Manager, Infrastructure Services, UITS (Secretary)
Mary Covington - Executive Director, IT Services, UITS (Ex-officio)
Abraham George - CIO, UITS (Ex-officio)
Julie Mckenzie - Business Analyst, UITS
Jenise Santos - Student Rep, Biology Major (Member)
Wayne Summers - Department Head, School of Computer Science (Faculty Member)
Ben Long - SGA President, Biology Major (Member)
Amanda Hawkins - RN-BSN Program Coordinator, School of Nursing (Faculty Member)
Youngrak Park - Professor, Department of Communications (Faculty Member)
Troy Vidal - Professor, Political Science (Faculty Member)

Minutes:

● Introductions
● Opening Remarks - Abraham
  ○ This is the first meeting with a large group of faculty and students who are all voting members
  ○ Explained the funding document that was handed out
  ○ Explained the process for review and approval of applications
● Reviewed the funding requests
  ○ Reviewed recurring / continuation applications first
    ■ $100K for lab/classroom technology
      ● Clarified that this is only for equipment and not software or licensing
      ● Oldest technology is replaced first when possible
    ■ Suggestion to approve continuing apps as long as due diligence has been performed
    ■ Concern expressed whether usage warrants renewal of certain technology (Tegrity, Wimba, etc.)
    ■ Jessica is getting the numbers for usage
  ○ Tegrity Topic
    ■ Amanda asked about ADA compliance for Tegrity
Amanda said Tegrity does not have text for CC ada, but said DLDD recommends Camtasia which does have CC text

It was commented that the cost of Tegrity is high, but we recently re-negotiated the contract and the price is now lower

Amanda commented that Dr. Buckner is going to purchase Camtasia for all of her faculty so they can use text for ADA compliance

Wayne said CPSC would prefer to use Camtasia over Tegrity
  - Wayne asked to table the decision on Tegrity until we poll faculty who use it to see if they are willing to move to Camtasia, if the cost is better

Mike, Ben and Jenise second Wayne’s request to table Tegrity decision until more research is done
  - It was decided to continue support for all other continuations
  - Ben commented that he would like to see what we’re trying to reduce on the application list (partial approval)
    - Mike agreed and was interested to see what we may be trying to reduce in the “Continue” section
    - 380 - They do not need these students anymore
    - Wayne asked why the computer lab replacement application is $100K
      - Abraham explained that each year we replace the open lab with new computers, then redistribute the existing to other labs

New requests
  - At this point, we had about $42K to allocate to new requests
  - Mike asked if we could use the leftover PCs from the open lab replacement to address any new requests for new PCs
    - He had one request that would be ideal (CCT350)
  - It was decided that requests for CT350 and JH be given the leftover computers from open lab
    - Mike submitted that we use 41 from open lab to replace some in request 360, then COB will fund the rest
  - Request 324 - Earth & Space Science - these PCs can be leftovers from open lab
  - Request 362 - Theatre - These PCs can be leftovers from open lab
  - Request 323 - These will be new computers (Lab Fees?)
    - Ben asked about $200 matching, and we explained that this will cover software licensing
  - Amanda asked if we could revisit the leftover open lab computers, because Education has the oldest computers
  - Wayne asked if any other labs are being replaced, Mary said no
  - Ben asked about where leftovers normally go, and Mary explained that they only look at non-departmental open access labs/classrooms for upgrades
    - Ben asked if we approved the 3 requests for these leftovers,
Abraham explained there were 3 other open labs that would get priority

- Side Note: Mary explained that many continuing requests include lots of software too
- Abraham explained that since CSU has grown, supporting departmental requests has become challenging with Tech Fee
  - Explained that small, department related requests should be supported by department and possibly with any lab fees
  - However, if they are small enough, we may approve
- Requests 348, 354 - will be supported by UITS budget, and removed from tech fee request list
- Request 325 - Mary explained that this had already been purchased, but decided we do not need to reimburse
- It was suggested that we can cover all of the new PC requests with 2 “trickles”
  - Naomi asked what happens to the oldest computers. Abraham explained that they go back to state
- Naomi asked about request 333 - wondered if this needed to be approved or not.
  - Abraham then provided more details from the original application
- Amanda asked if art has lab fees, others answered yes
- Request 366 - Wayne asked if we need this much money?
  - Abraham explained this is to help us get technology updated and get us on a 4 year refresh cycle.
- For the sake of time, Ben asked if we would like to just go through list of new and say yay or nay. All agreed.
- Request 324 - approved unless the trickle could help it
  - About $44K for computers only, $10K for licenses (which we can drop)
- Request 328 - lab fees should cover this
- Request 331 - lab fees should cover this
- Request 333 - not approved
- Request 361 - not approved, will include in classroom tech upgrade
- Request 362 - trickle down
- Request 367 - cancelled (Mike noted that his classroom was included)
- Request 323 - Mike moved for approval, Ben and Jenise second
- Request 326 - lab fees should cover this
- Request 327 - approved for 2
- Request 329 - trickle down
- Request 330 - approved
- Request 332 - approve 10 iMacs, lab or other fees for the remainder
- Request 334 - lab fees should cover this
- Request 335 - conditionally approved, pursue lab fees if successful for
future funding

- Request 336 - approved the 2 ruggedized laptops
- Request 342 - site license for adobe, Wayne volunteers to help develop mobile apps, so just approve 1 iMac
- Request 354 - UITS will fund
- Requests 355, 357 - no longer required
- Request 360 - trickle down
- Request 363 - approve the largest lab
- Request 366 - taken care of as part of class tech upgrade initiative
- Request 389 - approved