



Student Technology Fee Committee

Minutes – October 29th, 2024

Members in attendance: CIO Ron Solomon (RS) – Chair, Director of IT Projects and Tech Support John Warren (JW) – Co-Chair, Dean of Students Donovan Johnson (DJ), Director of Student Life Terri Dawson (TD), Asst Dir of Student Life Isiah Mayfield (IM), SGA Abbigale Ardoin (AA), SGA Taylor McClelland (TM), SGA Senator Samantha York (SY), SGA Senator Maliyah Knighten (MK), SGA Senator Jalaya Kelly (JK)

Approval of minutes: JW asked for approval of the meeting minutes for July 2024. AA called for a motion to approve the minutes. TM seconded the motion to approve the minutes.

Open Issues Discussed: TM asked if the Mac Studios that were approved for purchase last meeting have been purchased. JW explained that they have been purchased but not deployed yet as we are waiting to vote on security locks for the new Mac's as IT did not realize the small size of the Mac Studio's and feared they would be easily taken if left unsecured.

New Business:

- JW first brought up the need to purchase 30 Absolute Tracking licenses for the Macbooks that were purchased for the STEM department. JW explained that this software helps

to track any lost or stolen devices and we use these licenses on all laptops for the college. MK asked what happens after the 3 years are expired for the licenses. JW explained that typically in the IT world devices like this reach their EOL (end of life) and we no longer have a need for the license as new hardware will look at being purchased to replace the old equipment.

The vote to approve/disapprove the 30 licenses of Absolute Tracking software for the Macbooks in the STEM department for \$2,940.00 is below:

- o Abbigail Ardoin - Approve
 - o Taylor McClelland - Approve
 - o *Samantha York - Approve*
 - o *Jalaya Kelly - Approve*
 - o *Maliyah Knighten - Approve*
-
- The next item discussed was the purchase 30 JAMF licenses for the same 30 Macbooks for STEM. JAMF allows IT to remotely administer Mac devices to push software, updates, etc. to them. RS explained that because the devices do not allow standard users to install software or run updates this is what allows IT to assist those users with requests for updates to applications or new applications to be installed as well.

The vote to approve/disapprove the 30 licenses of JAMF software for the Macbooks in the STEM department for \$334.20 is below:

- o Abbigail Ardoin - Approve
- o Taylor McClelland - Approve

- o *Samantha York - Approve*
 - o *Jalaya Kelly - Approve*
 - o *Maliyah Knighten - Approve*
- The next item discussed were the 20 Mac Studio locks to secure them to the tables in the Mac lab. JW showed the STC what the key locks look like and the size of the Mac Studio's to give them an idea of why securing them was needed.

The vote to approve/disapprove the purchase of 20 Mac Studio locks for \$1,700.00 is below:

- o *Abbigail Ardoin - Approve*
 - o *Taylor McClelland - Approve*
 - o *Samantha York - Approve*
 - o *Jalaya Kelly - Approve*
 - o *Maliyah Knighten - Approve*
- The next item discussed was the purchase of the software application Quill. Dean Rhett Poche is making this request as he wishes to begin using this application to assist students with their reading comprehension, language, and writing skills. This version integrates into Canvas and also provides additional support to instructors and students. JK mentioned that this was used in her high school classes and it helped her a lot by making it easier to understand. TM asked if this was just for a class or for the whole college. JW explained that by the way it was written that it would be used for any students enrolled in English or any other courses in which instructors use the Quill program. AA asked if this can be something that is offered across the entire college regardless of the student

being in Liberal Arts. JW said they would investigate this request for them.

The vote to approve/disapprove the Quill language application for the Liberal Arts department for \$10,500.00 for 2 years is below:

- o Abbigail Ardoin - Approve
 - o Taylor McClelland - Approve
 - o *Samantha York - Approve*
 - o *Jalaya Kelly - Approve*
 - o *Maliyah Knighten - Approve*
- The next item discussed was for the classified employees that are up for a 3% raise due to the college receiving a 3% raise across the board. RS explained that since there are IT employees that are paid by the STC, the STC is required to vote on that raise.

The vote to approve/disapprove the 3% raise for IT staff that are funded by the STC for \$4,453.00 is below:

- o Abbigail Ardoin - Approve
 - o Taylor McClelland - Approve
 - o *Samantha York - Approve*
 - o *Jalaya Kelly - Approve*
 - o *Maliyah Knighten - Approve*
- **It was brought up that Public Safety no longer allows students to print their IDs on site and they must be ordered. They only print for new employees. JW explained that was something that would need to be addressed with Public Safety.**

- It was brought up that there have been student issues with logging into email and WiFi. JW explained that if there are any issues with those services to contact the IT Help Desk and it will be resolved. JW also explained that there is currently a plan in place to address the WiFi login issues and that fix would handle a large number of problems that students have. RS explained that the Acadian site is mostly concrete and metal that hinders WiFi reception greatly which causes most of the issues that's being reported there.
- Hotspots and laptops were brought up. JW explained that BRCC does not loan out hotspots for use and more Chromebooks are being ordered to accommodate the large student request this semester.
- ID cards were brought up and RS explained that he believes the physical card is outdated and we should move to a digital ID. BRCC IT is looking into moving to that solution but our current vendor does not offer a viable solution that we're happy with. Because of that we're looking into other vendors for those digital ID cards. JK requested the ability to show student balances on the ID cards as well.

- **Next Meeting:** December 2024


MEETING OPENED: 1:30 p.m.

MEETING ADJOURNED: 2:12 p.m.

RECORDER: John Warren

Baton Rouge Community College Student Technology Fee Committee

Funds Request

Department Information			
Department Requesting Funds:			Date:
Representative:		Title:	
Email:		Phone Number:	
Signature:  <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request:	
Goals and Objectives			
Student Technology Fee Program Goal: To provide students with access to, and training in, information technology and discipline-specific equipment that represents the current state of the art technology for that discipline.			
Which objective would this advance?			
<input type="checkbox"/> Objective 1.1: To provide public access computers with current software as well as network connectivity.			
<input type="checkbox"/> Objective 1.2: To provide the BRCC student body with access to state-of-the-art software and hardware, including classroom technologies which support student learning.			
<input type="checkbox"/> Objective 1.3: To increase access to the campus network and internet resources via wireless internet and other innovative access options.			
<input type="checkbox"/> Objective 1.4: To ensure that instructional laboratories and open laboratories are equipped with the most current equipment appropriate to teaching and learning in the various disciplines of the College.			
<input type="checkbox"/> Objective 2.1: To enhance student learning by providing support programs in order to optimize the use of multi-media and other instructional technologies.			
<input type="checkbox"/> Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)			
Beneficiaries of funds:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			
Office Use Only			
<input type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved:	Rating:
Stipulations:			
Signatures of Quorum:			

- Please attach a detailed cost breakdown and any other relevant information that is relevant. Academic Departments must include a letter of support from their Dean. Student Services or Administrative Departments must include a letter of support from their Department Head.
- If funding is for a recurring item, funding can be provided for up to two years. Afterward, the requestor must reapply for future funding consideration.
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QUOTE

Valid until Nov 23, 2024

Quill - Premium Subscription Quote

\$10,500.00

Empirical Resolution Inc. DBA: Quill.org

41 East 11th Street
11th Floor
New York, New York 10003
United States
+1 510-671-0222
sales@quill.org
US EIN 46-2736440

QUOTE NUMBER QT-835A5BA0-0003-1
ISSUE DATE Sep 24, 2024
EXPIRATION DATE Nov 23, 2024

QUOTE FOR
Baton Rouge Community College -
LA
draxlh@mybrcc.edu

Note: Quill.org's business name is Empirical Resolution Inc. We are not listed as Quill.org or Quill Corporation. If you need to add Empirical Resolution Inc. as a new vendor, you can access our W-9 here: <https://tinyurl.com/quill-w9-2020>. Purchase Orders can be sent to sales@quill.org or directly to your dedicated Partnerships Specialist.

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Quill Premium (Invoice - New) (2-Year)	1	\$10,500.00	\$10,500.00
Subtotal			\$10,500.00
Total			\$10,500.00

Thank you for your interest in purchasing a Quill Premium license. We are a nonprofit dedicated to helping all students become strong writers and critical thinkers. Quill Premium provides data reporting and professional development resources to improve writing outcomes for your students.

September 24, 2024

RE: Letter of Support for Dr. Draxl's Quill Funding Request

Dear Student Technology Fee Committee,



I am writing to offer my full support for Dr. Heather Draxl's request for funding to integrate Quill into the educational resources available to students at Baton Rouge Community College (BRCC). As Dean of Liberal Arts, I am deeply invested in enhancing the academic tools and support systems available to our students, and I believe Quill will make a meaningful impact on student success, particularly in the areas of writing and communication covered in English composition courses. Additional information on Quill can be found here: <https://www.quill.org/>.

Quill provides an interactive and accessible platform that helps students improve their writing skills through personalized exercises and feedback. It addresses essential components of writing, such as grammar, sentence structure, and clarity—skills that are foundational to success in every academic discipline. As a resource, Quill is particularly valuable for community college students who may arrive with diverse levels of preparation in writing. It provides individualized learning experiences that cater to students' unique needs, helping to build their confidence and competence over time.

In the liberal arts, strong communication skills are critical for academic success and professional development. By incorporating Quill into our curriculum, we can equip students with the tools they need to succeed not only in their courses but in their future careers. This funding will also help ensure equitable access to high-quality writing support for all students, regardless of their background.

Dr. Draxl's initiative aligns perfectly with our institutional goals of promoting student-centered learning and providing innovative, accessible educational resources. I am confident that Quill will benefit BRCC students, and I fully support this funding request.

Sincerely,

A handwritten signature in black ink that reads 'Rhett Gérard Poché'.

Rhett Gérard Poché
Dean of Liberal Arts
Baton Rouge Community College
pocher@mybrcc.edu
225-216-8234

Baton Rouge Community College

Student Technology Fee Committee

Funds Request

Department Information			
Department Requesting Funds:			Date:
Representative:		Title:	
Email:		Phone Number:	
Signature: <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request:	
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Beneficiaries of funds:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
Impact on college priorities:			
Office Use Only			
<input type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved:	Rating:
Stipulations:			
Signatures of Quorum:			

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October 23, 2024



State Contract #4400029862

Proposal To:

BRCC

For:



BRCC - BOX SALE - Mac Studio Security

Prepared By:

Steve Wolverton

ROOM 1

SYSTEM A

IMAGE	QTY	DESCRIPTION	PRICE	PRICE EXT
	1	1190202 AV Kit 3 \$2209.33	\$1,700.00	\$1,700.00
	20	Compulocks MSLDG01KL Mac Studio Ledge Lock Adapter with Keyed Cable Lock Silver	\$85.00	\$1,700.00
EQUIPMENT TOTAL				\$1,700.00
LABOR TOTAL				\$0.00
ROOM 1 TOTAL				\$1,700.00

ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE
Net 30EQUIPMENT TOTAL \$1,700.00
SHIPPING TOTAL \$0.00

SUBTOTAL	\$1,700.00
TOTAL SALES TAX	\$0.00
PROJECT TOTAL	\$1,700.00

TERMS

I accept this proposal and hereby authorize Go Media, LLC to proceed with the installation of the included systems at the facilities of BRCC constructing at 3250 N Acadian Thruway Baton Rouge, as described in the totality of this document. I further authorize Go Media, LLC to be granted the facility access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to Go Media, LLC. In keeping with the Terms of Payment listed above. It has been made clear to me that there exist no understandings regarding this project with any relevant party unless and until BRCC and Go Media, LLC agree to such additional or alternate understandings in writing. Project cost and pricing are dependent upon a continual flow of work without interruption or delays imposed by BRCC or their staff, construction, other building trades or any other party, and additional costs may be incurred by BRCC from Go Media, LLC. If such delays result in additional costs that are not covered by the pricing in this proposal. I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being signed by BRCC and Go Media, LLC. This proposal is valid only if accepted in writing and/or Purchase Order issued by BRCC.

Workmanship/Labor warranty is valid for a period of 1 year from date of invoice. Labor warranty covers any workmanship faults, defects, or failures incurred during the installation phase of the project. This includes physical on-site installation as well as equipment configuration and programming. During the course of the warranty no fees will be assessed or charged for remote support, on-site technicians executing repairs, or travel time & expenses. Labor warranty does NOT cover repair or correction of issues caused by tampering of equipment by end users, contractors, or any other unqualified personnel. Additionally, equipment theft and damage caused by accidents, weather events, or natural disasters is not covered.

Equipment warranties vary per manufacturer as they are provided by the manufacturer. Minimum of 3 years repair coverage. individual warranty policies can be provided upon request.

ACCEPTANCE

BRCC

SIGNED_____
DATE_____
PRINT NAME_____
TITLE

GO MEDIA, LLC

SIGNED_____
DATE_____
PRINT NAME_____
TITLE

Baton Rouge Community College Student Technology Fee Committee

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Baton Rouge Community College

Student Technology Fee Committee

Funds Request

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October 23, 2024



State Contract #4400029862

Proposal To:

BRCC

For:


BRCC - BOX SALE - Doc Cam

Prepared By:

Steve Wolverton

ROOM 1

SYSTEM A

IMAGE	QTY	DESCRIPTION	PRICE	PRICE EXT
	1	1190201 AV Kit 2 \$1510.67	\$690.51	\$690.51
	1	Epson V12H758020 EPSON DC-21 Document Camera	\$690.51	\$690.51
EQUIPMENT TOTAL				\$690.51
LABOR TOTAL				\$0.00
ROOM 1 TOTAL				\$690.51

ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE
Net 30EQUIPMENT TOTAL \$690.51
SHIPPING TOTAL \$0.00

SUBTOTAL \$690.51
TOTAL SALES TAX \$0.00
PROJECT TOTAL \$690.51

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ACCEPTANCE

BRCC

SIGNED_____
DATE_____
PRINT NAME_____
TITLE

GO MEDIA, LLC

SIGNED_____
DATE_____
PRINT NAME_____
TITLE

Baton Rouge Community College

Student Technology Fee Committee

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Impact on college priorities:			
Office Use Only			
<input type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved:	Rating:
Stipulations:			
Signatures of Quorum:			

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36 Howard Drive·Ellisville, MS 39437
P.O. Box 1590·Laurel, MS 39441



888.912.3151 general·601.399.5077 fax
888.323.3151 technical support

A Division of Howard Industries, Inc.
www.Howard.com

Online Quotation

Quote No:	AP2 1454137.00	Quote Date:	October 23, 2024
Customer Name:	John Warren	Phone Number:	2252168271
Company Name:	Baton Rouge Community College	Fax Number:	
Quote Name:	Absolute Renewal		

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	Absolute Resilience - 36 Month Term - 1-249 Unit Volume - For Education MPN: SE-RES-E-GD-V1-36 Contract: NASPO Admin 23010 Contract: LA State contract 4400029119, NASPO MA 23010	30	\$98.00	\$2,940.00

Sub-Total: \$2,940.00

Shipping & Handling: Included

Taxes: Tax Exempt

Total for Item 1: \$2,940.00

This Quote will expire on November 22, 2024.
Please include your Quote Number on your Purchase Order.

Total for all pre-configured items

Sub-Total:	\$2,940.00
Shipping & Handling :	Included
Taxes:	Tax Exempt
Total:	\$2,940.00

Notes:

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS HEREIN AND ACCEPTANCE OF HOWARD'S GENERAL TERMS AND CONDITIONS OF SALE (LOCATED AT: <https://www.howardcomputers.com/info/termsofsale.cfm>), WHICH ARE FULLY ADOPTED AND INCORPORATED HEREIN BY REFERENCE. PURCHASER'S SUBMISSION OF A PURCHASE ORDER PURSUANT TO THIS QUOTATION CONSTITUTES PURCHASER'S ACCEPTANCE OF AND AGREEMENT WITH HOWARD'S GENERAL TERMS AND CONDITIONS OF SALE. HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS. A COPY OF THE ABOVE- REFERENCED GENERAL TERMS AND CONDITIONS OF SALE MAY ALSO BE OBTAINED BY CALLING 1-888-912-3151 OR EMAILING webmaster@howardcomputers.com.

Howard's product warranties, return policies and related information are also available at <https://www.howardcomputers.com/support/warranties.cfm> and <https://www.howardcomputers.com/support/returnpolicy.cfm>, or may be obtained by calling 1-888-912-3151 or emailing webmaster@howardcomputers.com.