



Student Technology Committee Meeting Agenda

February 7, 2017

2:00pm

Spring 2017 Meeting

Meeting Facilitator: John Warren

Invitees: VC Helen Harris, Dr. Teresa Jones, Ron Solomon, Tommy Morris, Cedric Noel, SGA President Jennifer Burgess, SGA Vice President Jesse Thames

- I.** Call to order
- II.** Roll call
- III.** Call for motion of approval of minutes from last meeting
- IV.** Open issues:
 - a) Update on Student Technology Form changes - Revision date added, removal of * at bottom of form and adding checkboxes on the objectives and approval area in the "Office Use Only" section.
 - b) Update on faxing on the second floor of the library for students.
 - c) Update on VDI infrastructure in student labs and computer science classrooms. New servers and memory purchased for VDI project.
 - d) Discuss proposal and SGA funding for charging stations around campus for mobile devices.
 - e) Update on old computers in the SGA Classroom area.
 - f) Update on power issues in the lab at the Jackson site
 - g) Update on VC Ovueraye's request to add software to PC images for the Spring '17 semester

V. New business

VI. Next Meeting Planned: 1st week of May

VII. Call for motion to adjourn



Student Technology Fee Committee

Minutes - February 7th 2017

Vice- Chancellors' Conference Room 2nd Fl. Gov. Bldg. meeting

Members in attendance: *Chief Information Officer Ron Solomon - Chair, IT Project Manager John Warren - Co-Chair, Vice Chancellor Helen Harris, Executive Director of Student Development Dr. Teresa Jones, Director of Student Programs Tommy Morris, SGA President Jennifer Burgess, Vice-President Jesse Thames*

Minutes:

Approval of minutes: JW called a motion of approval of the minutes from the 12-5-2016 meeting of the committee. TJ motioned that the minutes be accepted as written. JT seconded.

Open Issues Discussed:

- JW informed that all revisions on the student tech form has been completed and removed from open issues.
- JW informed that faxing on the second floor has run into a technical issue and should be resolved soon and an ID reader purchased that will allow for students to scan.
- JW showed the charging station options, JB asked if there was a cost associated with using these and JW informed that there is not, also locking is possible on the charging stations with a code that the student sets and a backdoor code for those that forget the code they set. Sole use would be for students and wiring is secure and cannot be pulled out. Other vendors will be looked at. JB asked if IT would be interested in bringing it before the senators on March 2nd, IT would be ok with that. JT wants to make sure it's decided which stations goes where. JW says pricing will be sent out with meeting minutes.

- RS asked for number of PCs to replace the old SGA PCs. JB says there are 5. JW reminded that backups would need to be remembered. RS asked for a particular day or an email to be sent. JB and JT asked for an email and they would inform everyone involved in the SGA.
- JW moved to the power issues at the Jackson site. RS says Bill Smith, Facilities Director, has not had time to make it out there and RS would reach out again to push that along.
- JW brought up VC Ovueraye's request for addition software added to the student PC images and RS informed the group that it was complete. JW will remove from open issues.
- *All open issues will be revisited at the next meeting*

New Business:

- RS brought up that documentation is needed for the budget items that are deemed recurring; items needed to be on the student technology request for funds form. HH said there needs to be something on the form that if it's going to be a recurring expense that it needs to be stated who's going to incur that cost over its time of being in use and that a minimum time needs to be on the form before having to reapply for funds from Student Technology. JB brought up a 2 to 3 year maximum recurring payment timeframe. HH says that if it's approaching the end date and if it's to be continued the department would need to reapply before the next budget is determined. RS says all originators currently in the pipeline as using Student Technology funds will need to reapply and it will be stated on the form that it will be a maximum number of years before needing to reapply. TJ brought up there needs to be something in place to allow SGA to push emergency/quick funding to a project if needed. HH also said if the funds can't be kept for various reasons that there needs to be something stating that it can be cancelled. TJ wants a practice that if an emergency happens other funding could be looked at to pick up the expense. HH said she would get the standard statement for those budgetary concerns. RS will update the student technology request for funds form once statement from HH is received and also a projected budget for next year and a letter will be sent out to the originators to reapply for funding for next year.
- RS brought up that a Xerox machine was needed at Westside for student copying and how the current setup was for students to

access it. It's used for not only student use but also by onsite classes by outside vendors. It was deemed not a good set up for students and that a trip would be made to provide further information on the setup. The current machine is no longer physically supported by Canon. RS would get specs and pricing for the copier.

- JB and TM going to Mardi Gras Ball/Conference in Washington D.C.
- JT brought up an issue with active students having Scantron/Bluebook not on their ID cards. JW will discuss with Atrium about getting edit rights for that section for SGA staff and also an overall fix with Atrium. JW also explained it's a very simple fix and the students can come by the IT Help Desk, email or call the IT Help Desk and it would be fixed quickly.
- JT brought up the Wi-Fi dropping students between buildings/WAPs. RS said there is a fix being discussed/worked on for that by the System Office taking over student emails and porting them to Office365 which would then give the ability to link the two Office365 domains.

Next Meeting: 1st week of May

JW called a motion to adjourn meeting. JT motioned to adjourn. TJ seconded.

MEETING OPENED 2:10 p.m.

MEETING ADJOURNED: 2:57 p.m.

RECORDER: John Warren

