Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: April 18, 2006

Voting Members Present: Jerry Baudin, Chuck Wilson, Neal Stoltzfus, Melody Childs (proxy for Brian Voss), Michelle Gieg, Heath Hattaway, Chris Odinet and Josh King.

Guests: Bob Kuhn, Joe Hutchinson, Pam Nicolle, Stacey Morales, Lawrence Smolinsky, George Cochran, Bogdan Oporowski and Melissa Brocato.

Materials distributed:
Minutes from March 14, 2006 meeting
Letter of Support for Cain Center Proposal from University Registrar
Proposal from Cain Center for Multimedia Equipment in General Purpose Classroom
Budget Form for Proposal from Cain Center for Multimedia Equipment in General Purpose Classroom
Information Technology Services Request to Increase Budget for FY 2006-07 Software Licenses

I. Welcome and Introduction.
   The meeting was called to order by Jerry Baudin at approximately 3:07 p.m.

II. Old Business.
   A. Approval of the March 14, 2006 Minutes (Jerry Baudin)
      In Part C, second paragraph, fifth sentence the word “disable” should be “disabled”. Melody Childs requested on behalf of Brian Voss that the following verbiage be added to clarify Part C, third paragraph, first sentence: “Mr. Voss had not spoken with either but agreed to have ITS speak with Disability Services before the final designs are approved; he also agreed to do his presentation for Union staff, as part of their planning for changes in the Union.”

      After the revision and addition to the minutes, Heath Hattaway motioned for approval of the minutes; Chuck Wilson seconded the motion. The minutes were unanimously approved.

III. New Business.
   A. New Student Technology Fee (STF) Student Government Representatives (Chris Odinet)
      Chris Odinet was introduced to the STF Oversight Committee as the newly elected President of Student Government. Chris announced Josh King and Heath Hattaway are currently going through the approval process to be reappointed as student members of the Committee and should be confirmed in the next few weeks. Chris will contact the Committee with the names of all new appointees once the approval process is complete. An orientation session will be held for all new members of the Committee at a future time to be determined by Chris.

   B. Cain Center Presentation for Multimedia Equipment in General Classroom (Larry Smolinsky)
      Larry Smolinsky and George Cochran from Mathematics came before the Committee to request multimedia equipment to be installed in Locket Hall, rooms 243 and 244. As stated in the letter of support from the University Registrar, Robert Doolas, both rooms in Locket are general purpose classrooms under the control of the Registrar’s office. These rooms are critical for teaching elementary education majors (Math 1201, 1202, 2203 and special sections of 1100 for education majors) in approximately 11 course sections which impacts approximately 600 students per academic year.

      The Department of Mathematics has already furnished these rooms with special tables and chairs designed for the primary purpose of training elementary education majors. This equipment is not available in other general purpose classrooms. Dr. Smolinsky said that the needed multimedia equipment is brought into these rooms daily on carts. Also, as stated in the letter of support from the University Registrar, some of the requested multimedia equipment will not have to be purchased but instead will be moved from CEBA 2139 to Locket 244 as a result of combining two multimedia rooms in CEBA during the upcoming summer. The cost to update and ready Lockett 244 will be $3,500. The remaining $21,462 will be used to purchase multimedia equipment for Lockett 243. The total cost is $24,962.
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Michelle Gieg motioned for the approval of the project as proposed, Josh King seconded the motion. Heath Hattaway voted against the project. The motion was approved by a majority vote of the Committee.

B. Information Technology Services (ITS) Update on Virtual Lab (Melody Childs)
Melody Childs provided the Committee with an update on the virtual lab project funded with STF funds. The virtual lab provides remote access to software programs commonly found on the public access lab computers. Melody reported that significant progress has been made but the virtual lab is not yet operational. A representative from Southern University’s virtual lab will visit with ITS to discuss their experiences. ITS will update the Committee on the status of this project at the first meeting in the fall.

C. Information Technology Services (ITS) Update on Current Initiatives (Melody Childs)
Melody Childs provided the Committee with an update on other current initiatives funded with STF funds. The first initiative was the renewal of the campus-wide Microsoft licensing contract. The agreement between LSU and Microsoft is being used as a model to set up a Microsoft licensing agreement for the entire LSU system. This development will require the renewal agreement to be presented to the LSU Board of Supervisors for approval. The Committee requested Brian Voss and the new Student Government President, Chris Odinet, attend the Board of Supervisors meeting when the licensing agreement will be discussed.

Secondly, the online support environment project is moving forward with the hire of a full time manager paid for by ITS. The manager should be on board soon and ITS will be working on something to pilot on the program by this summer. Third, a scheduled campus wide power outage for Sunday, April 23, 2006, will require public access labs to be down for several hours. If all goes well the labs should be back up and running at approximately noon on Sunday. Lastly, it is a concern of ITS to secure the use of public computers in the library for the general public. This will become a great concern with the installation of the new Library Information Commons. ITS believes the Commons will be more of a controlled environment unlike the public computers in the library, however, the Library and ITS are working on means to secure all computers and identify all persons using those computers.

E. Information Technology Services (ITS) Request to Increase Budget for FY 2006-07 Software Licenses (Stacey Morales)
Stacey Morales explained the renewal of Schedule Source software will increase by 50% for FY 2006-07 because the software price will be determined by the number of seats being used at any given time instead of a fixed number of seats as in the past. This change will increase the software fee during FY 2006-07 but will decrease future year renewal fees. Stacey pointed out that since ITS had built in a surplus in their original request of $123,800 for concurrent software licenses, no additional funds would be needed. Heath Hattaway motioned to approve the spending of approximately $5900 for Schedule Source with no additional funds being given to ITS; Jerry Baudin seconded the motion. The motion was unanimously approved.

F. PC Reallocation for FY 2006-07 (Jerry Baudin)
ITS reported that approximately 250 public access computers will be replaced and may be reallocated to units across the campus. A call to request reallocated computers will be put out by Academic Affairs as soon as possible. Chuck Wilson agreed to serve as chairman of the subcommittee and oversee the announcing of the process to the LSU community. Other members of the subcommittee will be Melody Childs, Chris Odinet, Josh King, and Heath Hattaway. The subcommittee will meet in the upcoming weeks to prepare a recommendation on whom to reallocate computers and present a recommendation to the STF Oversight Committee for final approval.

G. STF Meeting Time for the Fall Semester (Jerry Baudin)
Jerry Baudin requested the members of the Committee consult their schedules for the fall and determine a good day and time for the Committee to meet this fall. In the upcoming weeks, members will be asked to select a meeting date via the STF listserv.

H. STF Summer Decisions (Jerry Baudin)
The STF Committee unanimously agreed to give the Chairman of STF Committee, Jerry Baudin, and the Student Government President, Chris Odinet, authority to make decisions concerning STF issues during the summer.

I. Reconsideration of Middleton Library Information Commons Budget (Jerry Baudin)
One outstanding item from the March 14, 2006, was brought before the Committee by Jerry Baudin. In the March 14, 2006 STF minutes a condition was placed on the approval of the Middleton Library Information Commons which stated “ITS must bring the final design concepts of the information commons back to the Committee for final approval”. Brian Voss was asked if the budget was completed for the Committee to review. Brian informed the Committee that a preliminary budget was available on the Information Commons website which he shared with the Committee. After review and discussion by the Committee, Michelle Gieg motioned to remove the condition requiring
final approval of the design by the Committee and to approve $293,200 to be used by ITS for the Middleton Library Information Commons project at their discretion; Heath Hattaway seconded the motion. The motion was unanimously approved.

III. Next Meeting Date.

The Tuesday, April 25, 2006 meeting has been cancelled and the next STF meeting will be announced later.

IV. Adjourned.

Michelle Gieg motioned for the meeting to adjourn; Chris Odinet seconded; the motion was unanimously approved. The meeting adjourned at 4:03 p.m.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or Michele Perez a minimum of 24 hours prior to the meeting.

Student Representatives: If you are unable to attend the meeting, please send an alternate representative to ensure a quorum.

Respectfully submitted, Jerry Baudin, Chairman
Minutes recorded by Michele Perez