I. Welcome and Introduction.
The meeting was called to order by Jerry Baudin at approximately 7:05 a.m.

II. Old Business.

A. Approval of the September 21, 2006 Minutes (Jerry Baudin)
Brian Voss asked the minutes from September 21, 2006 be revised by omitting the fifth sentence in section A, paragraph 1 and replacing it with the following: “ITS would also purchase two Macintosh servers and related remote management, backup and security software (since the current public access labs only support Intel/Windows infrastructure), and necessary furnishings/facilities/cabling. The proposal also includes student wages for adding human resources dedicated to Macintosh support. Specific details are included in the proposal document.” Chuck Wilson motioned the minutes be approved; Chris Odinet seconded the motion. The minutes were unanimously approved with the stated revision.

B. Information Technology Services FY 2006-2007 Proposal(s) (Melody Childs)
At the September 21, 2006 Student Technology Fee (STF) Oversight Committee meeting, Information Technology Services (ITS) was asked to submit proposals for three potential projects. The first was Xythos Digital Locker which would combine the features of current programs such as Tiger-Bytes, Outblaze web hosting and Files-to-Geaux. Xythos would integrate functions such as storing, publishing to the web and file sharing and would eliminate the need for Tiger-Bytes and Outblaze web hosting. ITS would keep Files-to-Geaux. Mike Smith gave a brief demonstration to the Committee. The Xythos environment would be accessed through PAWS. The cost for implementation would be approximately $340,059. Since the proposal was for more than the estimated $295,000 remaining in the STF account for FY 2006-07, the Committee asked ITS to submit this proposal as part of their FY 2007-2008 request.

The second proposal presented was “e-learning”. On-line training would allow students to get computer training anywhere and at any time. The service would be provided by Element K, a private e-learning service provider. ITS would work with Element K to integrate their service with the LSU portal, allowing access to users through their PAWS account. Greg Brignac showed the Committee two bundles which ITS selected to make available through Element K. First was the office productivity bundle which currently includes 417 titles and focuses primarily on desktop applications and general use of operating systems. Second was the computer professional bundle which currently includes 1,814 titles and focuses on more technical IT topics such as networking, securing and troubleshooting operating systems, and programming in a variety of languages, web development and graphic design. The total implementation of the e-learning proposal would be approximately $88,500. The Committee discussed issues concerning similar training which is free to students via the internet and asked ITS to explore more complex training areas. The proposal was tabled for further discussion at another STF meeting.

The third proposal included options for remote printing. ITS was approached by student representatives and asked to estimate costs for adding remote black-and-white printing in campus buildings not otherwise served by STF labs. The following two options were presented:
1) STF funding would be used to purchase new printers, install needed infrastructure, and hire student workers to maintain equipment and replenish supplies throughout the day. The cost/page to students would be the same as in the STF labs which is 5 cents/copy. Initial installation is $2600 per printer with additional annual costs of $2216 for node charges and student labor. Printers would be added to the same 3-year life-cycle replacement plan as for other STF funded equipment.

2) Copier Management would offer and support equipment providing both copy and printing. Printers would be available via the wireless network and advertised via STF lab computers. The cost/page to students would be the same as for Copier Management prices for copying which is currently 5 cents/copy. This option would be at no initial cost to students, and no annual outlay required of the STF budget.

After discussion of the remote printing proposal, the Committee decided to table the proposal for further discussion at another STF meeting.

III. New Business.

A. Centers for Excellence in Learning and Teaching Proposal for Multi-media Equipment in Campbell Auditorium (Joe Hutchinson)
A new agenda item was added from the Centers for Excellence in Learning and Teaching (CELT). CELT presented a proposal to purchase three projectors and accompanying lenses for the Bo Campbell Auditorium because the backup equipment is inoperable because of pending projector failure and the inability to seamlessly swap to temporary backup equipment without significant interruptions of classes. This purchase would provide for the immediate availability of projection equipment at time of need rather than having class interruptions and down time. CELT requested a total of $24,315 for the purchase of three projectors and three wide-angle lenses. Heath Hattaway motioned for the approval of the proposal; Josh King seconded the motion. The motion was unanimously approved.

B. Information Technology Services Microsoft Software Licensing Agreement Additional Funding (Brian Voss)
A new agenda item was added from Information Technology Services (ITS). ITS incurred an increase in cost of $35,750 for the final purchase of the Microsoft Software Licensing Agreement. ITS originally estimated the cost to be $675,000 which was approved by the STF Committee in February 2006. Chris Odinet motioned for the approval of the additional cost of $35,750; Heath Hattaway seconded the motion. The motion was unanimously approved.

C. Draft of Discipline Specific Proposal Forms (Jerry Baudin)
The Committee reviewed the forms used for FY 2006-2007 discipline specific proposals. Heath Hattaway and ITS asked the Committee to include in the submission forms a statement regarding the Flagship IT Strategy. The Committee asked the Office of Budget and Planning to revise the STF discipline specific form(s) and submit a draft via the STF listserv for the Committee’s review and final approval.

D. Draft of Call for Discipline Specific Proposal (Jerry Baudin)
A draft of the FY 2006-2007 call for discipline specific proposals was distributed to the Committee. The Committee agreed to use the same format as last year pending any material revision to the discipline specific proposal forms.

IV. Next Meeting Date.

No future STF meeting is schedule for the remainder of this semester. If the need arises for a meeting, an e-mail notification will be sent via the STF list service.

V. Adjourned.

Brian Voss motioned for the meeting to adjourn; Chuck Wilson seconded; the motion was unanimously approved. The meeting adjourned at 8:24 a.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