

IT Advisory Committee Minutes

March 20, 2006
3:00 pm in Dauch 116

January Minutes

Review and comment on the meeting minutes for January 2006
Motion to approve January 2006 meeting minutes

Carryover Agenda Items/Updates

IT Funding for FY05-06 – IT funding for the remainder of the fiscal year should be sufficient to maintain operations. No additional budget reductions are expected.

IT Funding for FY06-07 – Funding reductions for the prior year carry over to next FY.

- Student Technology Fee increase approved (\$150/semester for FT; \$6 CH for PT)
- Working with vendors on Music services for undergraduates and MS Office for all full-time students.
 - Looking at several vendors products and pricing.
 - Ruckus Network access is unlimited cost is \$2/student/mo. Can be moved to MP3 \$5/student/mo. Cdigix has a similar pricing structure.
 - iTunes can't be directly downloaded. Charged a fee per song.
 - Boris asked about Napster? Curtis said he would look into this and requested suggestions on other products.
 - Curtis stated that the increase in tech fees include this service.
 - Currently looking at MS Office for students and options for purchase and media distribution.
- Bandwidth will be increased in preparation for the 06-07 academic year from 16 to 25 MB/second.
- Technology funding for KSC and RSSC technology will result in approximately \$400,000 reduction in the IT budget for the 06-07 academic year (year 2 or 3).
 - Approximately 35 faculty members will have their systems refreshed. Will reach out to Deans with updates on priorities for the refresh.

IT Staffing Update

- Larry Norris retires June 30th (payroll, benefits, HR, etc.) – Rehire October 1?
 - Possibly someone from IT and as early as July.
- Sandi Carpenter returned to full time.
- Kurt Eckert returned to AU following a month long employment at Kent.
- Tech Fee Funded Positions – Network Analysts and Desktop Technician to focus on student computing issues – Hire July 1st?

- Content Developer/Instructional Designer – Proposed as part of the Nursing Grant but we are looking at alternatives to fill - - Hire July 1st?
 - This new position will help move fact to face information to network design. Would like to contact other departments to help with hiring this person full time.

It is still unclear when we will be permitted to refill these positions. We are taking this opportunity to review the organization structure of the department and improve efficiencies through a minor restructure.

Information and Updates

- Help Desk Summit was held February – 15 institutions attended.

Grant Initiatives

Nursing Grant Submitted – Over \$700,000 over 3 years to bring Nursing fully online including Core Courses. Major costs include faculty incentives and instructional design/development support – results should be announced July 1st.

- Wendy says things are moving along.
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HP Grant (Laptop Cart for Sciences) – Boris submitted a grant in Feb. Boris stated that he should hear back by the end of May.

Smarter Kids Foundation – Discount pricing on Smart Technologies products (smartboards, symposiums, synchroneyes, airliners, etc.). We can now purchase from two resellers (Media Integration and MCPc).

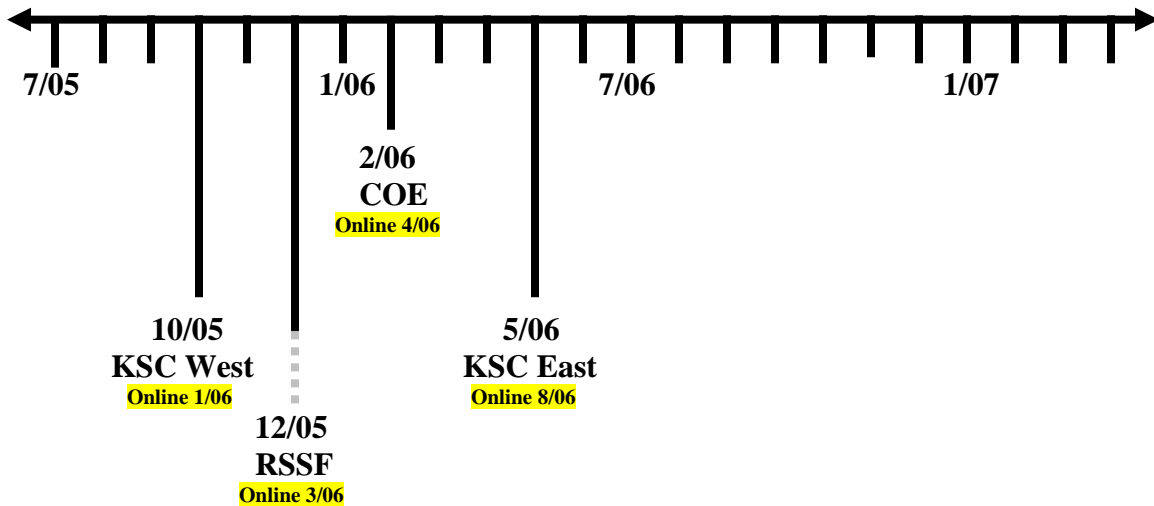
Construction Update - Planning for the new facilities continues

- KSC East installation will commence after renovations this summer
 - Several classrooms and Labs come online
 - Laptop Cart(s) – Unfunded request at this time (HP Grant option?)
 - Lecture Room 112 to receive only minor renovations at this time
- RSSC – Building opened March 13 and almost all tech issues are resolved. Instructors are using equipment.
- COE Tech proposal has been approved and installation is ongoing – Substantial completion in late April (very aggressive time line)
 - Completion in about 5 weeks.
 - Video Conferencing and other extras may take a little longer for the auditorium.
 - Vickie Taylor asked about Bixler. Curtis stated that the Building Use Committee headed by Dr. Suggs is entertaining several options, but funding and final plans have not been determined.

Technology Equipment Needs Timeline

(Approximate Technology Procurement/Installation Dates)

Revised 3/20/06



New Items

Next meeting in the COE if it is available

Subcommittees

Student Computer Initiative - meets 1st Tuesday of each month. Last meeting discussed laptop/computer ownership by students, pilot programs, funding and program logistics.

IT Strategic Planning – Revisions held in abeyance pending budget approval

- Now with tech fee increase we can start mapping strategic planning.

Software Coordinating Committee – This committee will commence in Spring 2006 with Brian Wisniewski as the coordinator.

Discussion Items

Web Advisor

- Vickie stated that faculty getting timed out is a real problem. Faculty members are only able to add a few students at a time before they are kicked out. Curtis will look into this.
- Vickie also added that the new version doesn't list students by # and that counting is necessary. Faculty really liked the way it was.

Refreshed PC's /Laptops Recycle

- Curtis stated that all PC's/laptops that are replaced with the Faculty Refresh program get passed down. PC's and laptops that do not meet required minimum specifications are donated to local charities.

Web Design

Roger Beckett asked about Web design and different projects on campus and how it should be handled.

- Curtis stated that most projects start with Shelly then from there will determine if it should be done onsite or handed off to an outside vendor. The "Athletic" site is a good example of some that needs to be brought back onsite. Curtis stated it's a real balance and some things are best out sourced.
- Boris stated that some folks in the Business Dept. add content on their site per Fox and Dr. Sears, paid for by his student club fee and doesn't fall under IT.
- Tony Box said that it took Grad Ed 1-2 meetings with Shelly, Rob and students to get things up and running. Content is controlled by Shelly & Rob.
- Curtis informed the committee that the workload must be considered. The facilities inventory management could have been done onsite but it would take months of effort and there are off-the-shelf solutions available. It's best to not assume IT staff members are over worked and to keep requests coming for IT to determine how they can best be handled.
- Roger mentioned that the price to create new projects with off site companies could cover a new hire for AU.
- Tony suggested that IT may want to get numbers on other departments that might be hiring off site.
- Vickie reminded the committee that sites need to make sure their content is updated. Curtis added that current information is needed.

Next Meeting – April 17 at 3:00 pm in a COE classroom to be determined (if available)

Roger Beckett made a motion to adjourn the meeting.