

UTFAB Minutes – October 13, 2009

Room: Library 203

Members Present: Pete Winterscheidt, Chair, At-Large; Garrett Pichler, Vice Chair, At-Large; Jon Sorkin, Secretary, Engineering; Kira Puntenny, Natural Resources; Josh Thimgan, Natural Sciences; Tamla Blunt, Ag Sciences; Megan Plunkett, Applied Human Sciences; Pat Burns, Advisor, VPIT; Scott Baily, ACNS; Jason Huitt, ACNS

Presenters: Lindsey Wess, Tom Moothart & Don Albrecht, CSU Libraries; Greg Redder, ACNS

I. Call to Order - 5:10 PM

II. Approval of Minutes

A. September 22, 2009 Meeting – *Approved by unanimous consent*

III. Presentations

A. Library Fall Presentation

a. Budget

- i. Spent \$116,899 out of the \$174,400, yet to complete: video conference room, additional technology upgrades, remaining laptops
- ii. Projected surplus of \$17,368

b. Computers

- i. Steady increase of laptop checkout, no outages or lines.
- ii. During the day majority desktop usage, at night peak in laptop checkout
- iii. During finals there is very little turnover time in laptop checkout
- iv. 100% +/- 5-6% on scanning station usage. Usage of Desktops remains high.

c. Video Conferencing/Web Conferencing

- i. Video Conferences in 2009 - 16
- ii. Webinars in 2009 - 5
- iii. Web conferencing approved contribution - \$5,133
 1. Adobe Connect Pro, 46 inch HDTV
 2. VGA, HDMI, audio inputs and cable kits available for checkout

d. Open Office

- i. Very negative response to Open Office
- ii. Board encouraged switch over to Microsoft Office ASAP

e. Webcams

- i. 4 Purchased webcams on checkout laptops
 1. 9% of students use the webcams.
 2. Mixed reviews, still receiving comments, recommendation to use Skype
 3. The laptops with webcams are the first 4 laptops checked out to focus on loyal customers.
- ii. May look into marketing to boost awareness, open to ideas on marketing.

1. Student FYI, Check out station, Website
- iii. May also look into partnership opportunities with university academic departments and instructors.
- f. Addition Technology Upgrade - \$10,000 approved
 - i. Seeking ideas - leading edge technology
 1. Video Wall - \$14,318
 - a. There is interest from approximately 40 professors on campus.
 - b. upgrading Presentation Room 1 with 4 contiguous 52 inch thin bezel LCD panels, Dell T3500 workstation
 2. Video Conference Meeting Room - \$9,100
 - a. Remote controlled webcam, Conferencing phone
 - b. HD split screen projection system
 3. Recording Studio and/or post production room equipment - price unknown, Canon XH A1s Camcorder already purchased for \$2,822
 - a. Currently there are editing software on the Mac's and scanning stations.
 4. Open for suggestions (EID logons, easier print purchases i.e. student account purchases)
 - a. Will go into research and development for next physical year
 - h. Authorizing surplus for Additional Technology - Video Wall and Video Conferencing Room. - proposal to be developed.

B. Wireless Networking Update

- a. Review and Status Update
 - i. Approved \$200,000 for wireless upgrades.
 - ii. Usage
 1. Eddy - avg. 50-60 people during the day, only replaced old
 2. Clark A - avg. 250 at one time
 3. Clark C - avg. 300 at one time
 4. Morgan - avg. 1200 at one time. There are a few wireless issues, wireless interference, and intermittent problems
 5. Around campus there are about 3200 devices connected on campus at one time.
- b. Installation Update
 - i. Replace existing wireless with high-speed wireless
 - ii. Enhance density coverage in GA areas
 - iii. Library connection issues with Xirrus
 - iv. *Eddy phase 1 complete, Analysis being done on phase 2; Engineering A and B winds done for phase 1 and C in progress; Education and Chemistry by end of semester; need to address deficiency in Plant Sciences pending UTFAB decision
 1. What's next:
 - a. \$83,000 left (\$10,000 from Athletics)

- b. Education “donated” by Aruba
- c. Concentrating on density in GA areas and coverage in rest of facility allowed us to reduce price from \$.50/sq-ft to \$.20/sq-ft with Aruba
- d. Leveraging Athletics funds for assistance with overall wireless costs such as licensing.
- e. *Aruba gear: might require more devices and wire pulls. However, won't
- f. We need to prioritize the next buildings (spreadsheet to be posted on UTFAB website)
 - can replace the newer technology and move that technology to an older building.

IV. Old Business

A. Free Printing in Morgan Library

- i. All Colleges represented at the meeting do not agree with funding free printing with UTFAB funds.

B. Bylaws Reviews

- i. Tamla motioned to approve amendments to the bylaws as amended, Jonathan seconded. *Amendments approved unanimously on first reading.*
- ii. Second approval will take place at next general session.

V. New Business - None

VI. Next Meeting - October 20, 2009, Industrial Sciences Room 105

- Tour of UTFAB-funded College of Applied Human Sciences facilities
- Bylaws
- Rockwell 38
- Kiosks Fall Presentation

Meeting adjourned at: 6:22 PM

Minutes submitted by Jonathan Sorkin, UTFAB secretary