

UTFAB Minutes March 24, 2009

Room: Weber 202

**Members Present:** Pete Winterscheidt, Chair, At-Large; Tamla Blunt, Vice Chair, Agricultural Science; Jonathan Sorkin, Engineering, Secretary; Audrey LaSalle, Grad School; Kira Puntenney, WCNR; Jenni Sneden; Dustin Keller, Natural Sciences; Megan Plunkett, CAHS; Erin Falloon, CAHS; Pat Burns, VPIT, Advisory; Scott Baily, ACNS; Rusty Scott, ACNS; Jason Huitt, ACNS; Nick Ota-Wang, SFRB Liaison

**Presenters:** Doug Satterfield, Neal Lujan, Sally Hibbit

I. Call to Order - 5:01 PM

II. Approval of Minutes

February 17, 2009 Meeting - Change year, approved pending changes

February 24, 2009 Meeting- Change year, approved pending changes

March 10, 2009 Meeting - Funding spelling error, approved pending changes

III. Presentations

a. Classroom Support Services

1. Update -

- a. Six rooms have or will soon have new widescreen systems.
- b. 3 rooms are network classroom, 1 room is in discussion.
- c. There have been 5 technology refresh rooms finished, 3 unfinished.
- d. 27 GA classrooms remain to be converted into smart classrooms.

2. Proposal -

- a. 7 new large lectern smart classrooms **Total - \$101,755**
- b. 12 technology refresh classrooms - **Total \$118,805**

3. Refresh Technology Highlights -

- a. Wide-screen projectors, new screens.
- b. Upscaling DVD players and installing BluRay players in auditorium rooms.
- c. Updated control systems (touch panel controls).
- d. New brighter lower maintenance projectors.

4. Three Year Plan -

- a. Complete remaining GA classrooms by FY2013.
- b. Continue with classroom upgrades and refreshes.
- c. Integrate more lectern PC's into smart rooms.
- d. Continue I-Clicker technology.
- e. Explore other technologies, such as Adobe Acrobat Connect.

b. ID Cards Update

1. Last fall \$60,000 was allocated for ID card replacement
2. Ram point 2.0 (title for the new ID program), started January 20, 2009
3. Publicized in Collegian, Clark, the plaza, Involvement, Career, and Housing Fairs. As well as table cards in the dining halls, marquee banners on Ramweb and Ramselect.
4. Students come in each day, 5,118 students so far.
5. Just over \$29,000 has been used. Student staffing expenses have been less than expected.
6. Will finish by the end of the semester and will continue to advertise on ram select.
7. No additional funding will be necessary, they may be able to finish the project with budget remaining which would come back to UTFAB.
8. \$3,500 has been spent on advertising. Ramselect, fairs, table cards, and Clark banner are the most effective respectively.

**Discussion (*not verbatim*):**

*Tamla* - ram card \$18 after certain date (14th of March)

*Neal* - This is true, the date was made up to encourage people to come in, will continue through full discussed term.

*Audrey* - just had to swipe and reprogram card, didn't have to yet budget was allocated for printing cards. Therefore should the money be allocated differently.

*Neal* - That specific card already had the chip in it, and does just need to be reprogrammed, very small percentage of students have that card. The money saved by those students on printing cards can transfer to other students. Statistics will be given to UTFAB

*Nick* - What Buildings should it work on

*Neal* - Facilities is in charge of validating and updating database of permissions

Next Year the computer science 24/7 lab will be open

*Tamla* - Would you want to keep the money to continue the card replacement program

*Neal* - Because there is no sense of urgency of students to replace cards, no. However if students come after the program is closed, we would like the funding; Explore using chip technology on Transfort for bus pass, Recreation Room would like to used the cardkey for locker check out

*Pete* - I would like to hear from you at the end of the semester for a last update ( *Audrey* - and also more numbers and statistics - numbers of each year of students)

c. Mediasite Update

Review -

1. Captures Audio, Video, and Visuals. Server software keeps all 3 sources synchronized.
2. Can be full screen video, full screen slides, multi-slide view, each slide is queued up to the video. Can change speed of presentation.
3. Year 1- **\$85,000** funded **\$58,952** used ( 12 courses being recorded)
4. Year 2- supplemental request: **\$11,410** (13 new courses being recorded).
5. Students like having the technology available, did not affect their attendance. The technology was used as a supplement to the class itself. Students say having the technology available decreased their stress levels when a class had to be missed.

6. Highest adoption/usage of technology is in the school of Continuing Education

Budget Update -

1. **\$7,400** spent on recorder maintenance contracts.
2. **\$4,000** available for hourly staff for semester (may have some money to return)

**Discussion (*not verbatim*):**

*Jonathan* - How are you bringing this into the classroom?

*Sally* - Notified professors that they could use two classrooms where the technology was installed. PDI was done on it, and also word of mouth, they have a portable device to try.

*Audrey*- For professors interested in the technology, would they just be able to teach in that room?

*Sally* - Yes, if they would like to teach class in that room we will schedule them into it.

*Pete* - Have you talked to students about having their rooms mediasite enabled?

*Sally* - No, But that is a good idea. There are staffing issues, someone has to be there during the presentation.

IV. Old Business

a. Legitimacy Vote: Libraries FY10 Proposal **\$196,773** -

Tamla motioned, Jonathan seconded. Unanimously approved

b. Supplemental Funding Request: **\$2,444.50** for New Kiosk Server -  
Unanimously approved

V. New Business

a. Departmental classroom upgrade proposals due by Tuesday, March 31 @ 4PM

VI. Next Meeting - Tuesday, March 31 @ 5PM, Weber 202

Meeting adjourned at: 6:09

*Minutes submitted by Jonathan Sorkin, UTFAB Secretary*