University Technology Fee Advisory Board Minutes
November 18, 2015—LSC Room 324

Attendance: Jacob Taylor, Vice chair, CoB; Blaire MacNeill, Secretary, CVMBS; Alex Albright, ASCSU; Kelsey Furlong, CHHS; Nicole Ramo, GSC; Adam Lynch, CNS; McKenzie Fulcer, CVMBS associate; Jason Huitt, ACNS;

I. Meeting Called to Order at 1:02 p.m.
II. Approval of Minutes from November 11, 2015 Meeting
   a. “I move to approve the minutes from November 11, 2015.”
      i. Vote
      ii. Passed unanimously
III. Presentations
   a. Classroom Technology Update—Al Powell, Director, Learning Technologies and Classroom Support, CSU Online
      i. Goals-
         1. Better projections, moving in the direction of lasers
         2. Digital outputs
         3. Audio amplifiers to help reduce power
         4. Consistency in electronic controls (remote monitoring and control)
         5. Document cameras; want to increase reliability and image quality
         6. Lecture capture ready, add more rooms and make it easier and better
      ii. UTFAB allocated $186,400 for FY16, $7,759 has been spent
      iii. Remaining funds: $178,641
         1. The spending is low because it takes time to get parts sent and they typically use funds other than UTFAB earlier in the year
      iv. Technology upgrades with UTFAB funds: Eddy Hall, Education 7, Clark C wing (four rooms), Health and Education Science
         1. Technology upgrades without UTFAB funds: Laurel St. 222, Plant Research Center, ARDEC, UCA.
      v. Forecast for Thanksgiving break: primarily projector fixes, one switcher in Education 13, updating software as well, Aggie Village has a lectern switch
      vi. Forecast for winter break: Wagar 232 room update, switcher upgrade for Johnson, Engineering e106 switcher, Clark C wing remodels, Micro 101 reinstall equipment
      vii. Forecast for summer break: Clark A wing, and TILT
         1. Clark A wing remodel: 11 rooms, 3 don’t have lecture capture, others don’t have HDMI lectern audio/video switcher, will make a better image.
      viii. Projectors have a life of ~5 years, with a lamp change in that time
      ix. Want to get software that allows the gathering of data about how much certain technologies are used in classrooms
      x. UTFAB proposal for FY17: Total: $215,400.
1. Behavioral sciences: want to put in three laser projectors, more expensive, but less energy and no lamp changes and good resolution
2. Eddy Hall- projectors and switchers replacement, touch panel replacement, and one laser in
3. Eng in b101 complete remodel.
4. Johnson hall 222 projector
5. Plant Science c101
6. Labor costs $37,500 (perhaps an overestimate)

xi. Questions
1. Were these UTFAB projects special? No they are uniform so that instructors can understand the technology in every room
2. How much recording are we missing without the switchers? Get around the problem by asking instructors to bring in the information on a thumb drive and use the PC already in the room so that things will be captured (smartboards are there too). Solves the HDMI recording problem.
3. Doesn’t BSB 105 have a 3d projector? Yes and they wouldn’t mess with that when doing the remodel.
4. If we get these laser projectors that save bulb replacement and power, what happens to that money that gets freed up? We want to try a test run first, price just dropped 90 days ago, about a 2-3000 dollar price drop. We currently spend 18 grand a year in lamp replacement. We are just trying to test it out to see how they are before we decide to commit.
5. Is BSBS 131 a laser? No, don’t want to do the huge classrooms with lasers yet because it is too expensive. Overtime lasers lose brightness over time based on five year replace cycle, which could also be a problem with the huge classrooms.
6. Why change the eddy rooms now? We are just upgrading them because when they upgraded the building they didn’t upgrade the technology.

b. Lecture Capture Update- Rusty Scott. Associate director ACNS
i. There are over 200 departmental classrooms and 160 general assignment rooms
ii. New general assignment rooms are being added via the stadium and Aggie
iii. Background: centrally supported solution (echo360) captures audio, video, and screen capture.
   1. Captures in two ways: personal capture or classroom capture.
   2. Records on its own or can have recording scheduled.
   3. Can send recording to students in a link or in canvas.
iv. Classroom capture available for 30 rooms (13 from UTFAB)
v. Who’s using (regularly scheduled: 30 resident instruction (93 hours per week) and 50 online sections.
vi. Personal Capture: about 1000 recordings this fall semester; prominent colleges are natural sciences (stats, chemistry, biology, CS), Eng, CVMBS, Ag
vii. Amount of views has increased each year, available storage on echo server has decreased.
viii. A captured lecture gets sent to the server as a raw file and then is transcribed into something that students can view. Raw file is big and doesn’t go away.

ix. Starting to get rid of raw files after a certain amount of time to save space, online classes have priority

1. Currently deleting raw files after two years, need to discuss more with instructors

x. Doing this released 5 Terabytes of storage in one day

xi. Looking at only keeping files for six months (will speak to instructors)

xii. What’s next?

1. Moving to “cloud only” solution which includes and active learning platform, in class collaboration

2. Costs will go up substantially and the hardware replacement model is weak

xiii. Alternatives include: similar but different architecture with different vendors, or software only (requires pc in classes), both have new costs like one times costs and integration effort

xiv. Fy17- press echo to continue our venue based locally managed solution, no additional venues, with modest licensing increases at most.

 xv. Let echo continue to bake and continue exploration of alternatives.

xvi. Reserve funds to replace 4 appliances (refurbished), funds will be returned if not needed.

xvii. Plan to complete transition by June 2017 (echo or otherwise).

xviii. Financials: 65,4K, 10k left for replacements. Proposed: $70,4k total.

xv. Ethical use is paramount, and privacy is strictly enforced

xvi. Questions:

1. How big is a raw file? About a gig. Could they store it on their own? Sure but the raw files are only around to edit.

2. What does an edit look like? Generally it’s not great because it is a blunt instrument, trim the head and tail of the recording. (Can have personal conversations jump on too).

3. We house the storage right? Yeah it’s here on campus.

4. In your opinion do you think we are too invested in echo to change systems? No. Our hardware will no longer work at some point but it’s going to be obsolete at some point anyway. As long as the transition cost isn’t too much then it’s an option. To replace, we could exchange the box for a general one or get a computer that does it.

5. How are the ala carte talks going? Not well. The conversation needs to make progress.

IV. Old Business

a. None

V. New Business

a. Supplemental proposal solicitations

i. Have not yet received any supplemental proposals
b. Continued campus printing discussion  
i. Have not yet received the hard numbers of college printing figures  
c. Update on Bylaws review  
i. Met on Monday, possible change in time for that meeting, will discuss after break

VI. Next Meeting: Wednesday, December 2, 2015, at 1:00 p.m.  LSC 372-374  
a. Agenda – Wireless Network Update

VII. Motion to Adjourn  
a. Approved after 1:46 p.m.