

## **University Technology Fee Advisory Board**

Agenda – March 21, 2017 / 4:00PM

Library Room 203

### **2016-2017 Officers:**

**Adam Lynch, Chair**

**Blaire MacNeill, Vice Chair**

**Krissy Wegen, Secretary**

**Attendance:** Adam Lynch, Chair, CNS; Krissy Wegen, Secretary, ASCSU; Blaire MacNeill, Vice Chair, CVMBS; McKenzie Fulcer, CVMBS; Edgar Cedillo, ULC; Cody Hernandez, ULC; Taylor Hill, CoB; Heather Nereson, CHHS; Jason Huitt, ACNS

- I. Call to Order & Introductions
  
- II. Approval of Minutes from March 7, 2017 Meeting
  - A. Approval of minutes pushed forward to March 28<sup>th</sup> meeting
  
- III. Presentations
  - A. Library Technology FY18 Proposal – Don Albrecht, ACNS - Status and updates
    - i. Current Morgan inventory
      1. Lab – desktop computers: 210
        - i. Total desktop computers: 335
    - ii. Reducing costs
      1. Necessary changes:
        - i. Purchase replacement monitors
        - ii. Spread HP laptop purchases over three year period
        - iii. Evenly distribute fleet replacement
        - iv. Costs share iPad replacements
    - iii. MacBook Pro vs MacBook Air
      1. MacBook Pro – Price: \$1,199
        - i. Decision to purchase pro over air
    - iv. UTFAB Expenditures to date
      1. Total expended: \$163,838
      2. Remainder \$162
    - v. Video Production/Editing Rooms trending
      1. Hours used in 2016
        - i. Edit Bays: 5,532
        - ii. Video Production: 1,702

2. Reservations made
  - i. Edit bays: 1,795
  - ii. Video production: 450
- vi. Library checkouts
  1. Week before Midterms & finals – short queue for
    - i. MacBook's
    - ii. HP Laptops
  2. Depending on weather
    - i. Winter – Computer Lab close to capacity
    - ii. Fall – 75% at capacity
    - iii. Finals & Midterms – At capacity
  3. Ipad checkouts consistently near capacity
  4. Chromebook checkouts consistently near capacity
  5. Chromebook checkouts
    - i. Popular checkout item with high mortality rate no more
- vii. Lab challenges
  1. Slow login times toward end of Fall Semester
    - i. Reimaged entire lab with revised image
    - ii. Login time reduced from 5 mins to under 1 min
  2. Windows 10 frequency of new versions
    - i. Leveraging deployment tools
    - ii. Restrict new applications mid-semester
- viii. Wi-Fi
  1. No issues with CSU-EID or CHECKOUT SSIDs in spite of traffic volume
  2. Periodic walkthroughs and adjust as necessary
- ix. Printing/Greening
  1. Going Green
    - i. Double sided printing default
    - ii. Computers to sleep mode
    - iii. Digital signage off upon close
    - iv. Potential projects
      - i. LED lighting
      - ii. Laser projectors
  2. Why don't some college credits transfer to the library?
    - i. Same software different server
    - ii. Athletics, CASA, H&HS, Ag Sci
- x. Alma and Primo
  1. Bought online December 22<sup>nd</sup>
  2. Working with III to reconnect to prospector
    - i. Should take under 5 months
- xi. Virtual reality room
  1. Partnership with VP research – cost sharing
  2. Station to Edit & Publish VR Content
  3. Target Audience – introduction for students

- 4. Checkout items
  - i. Cameras
  - ii. Viewing equipment
- 5. More to come
- xii. Expenditure Projections FY17-18
  - 1. Total requested: \$165,000
  - 2. \$1,000 more than last year
- xiii. Expenditure Projections FY18-19
  - 1. Total expenditure: \$191,400

B. CHHS BSB Supplemental Proposal – Dave Carpenter, CHHS; Lisa Youngblade, HDFS

- i. CHHS Background
  - 1. Largest enrolled college at CSU
    - i. 6 academic departments and two schools
    - ii. As of fall 2016:
      - i. 4760 undergraduate majors
      - ii. 601 graduate majors
      - iii. 5,361 total
  - ii. Human Development and Family studies
    - 1. International renowned
      - i. 1,014 undergrad members
      - ii. 37 graduate
  - iii. The problem
    - 1. The presentation technology in rooms 459 and 457 is woefully old and starting to fail, impacting the learning experience of the students utilizing the space
      - i. 457 is typically used as a standard classroom
      - ii. 459 is used as both a standard classroom and an active learning space
    - 2. Not enough to fund 100%
  - iv. The proposal
    - 1. Cost-share the instructional and callaborational technology in the rooms 459 and 457 Behavior sciences building
    - 2. \$45,200 total estimated for replacing equipment
    - 3. 50/50 cost share
    - 4. UTFAB: \$22,600
    - 5. Projection completion is scheduled for summer 2017

*Question:* how many students utilize those rooms? *Answer:* we use these classrooms for our capstone classrooms – 150 student. 30 students in another section. Graduate courses in that room as well. Seminar series – 50 students packed in. Recitations, group work, etc. It's booked all the time. The challenge is that the technology will crash constantly and it is stopping the students from learning.

*Question:* is your capstone both semesters or just one? *Answer:* It's multiple sections, Fall and Spring.

Question: do any other colleges use this classroom space? Answer: It is utilized by many of the departments within our college (CHHS). The psychology department shares the behavioral sciences building with us, so it is not often they will use this room but it does happen.

#### IV. Old Business

- A. Ongoing Edge Switch Replacement Discussion
  - i. The dollar figure is still in question
  - ii. \$4M one-time or \$400,000 of yearly central funds for 7 years
    - 1. Some funding from UTFAB needed
- B. Legitimacy Votes
  - i. Classroom Support Services FY18 Proposal
    - 1. Legitimacy vote pushed to next meeting
  - ii. Lecture Capture FY18 Proposal
    - 1. Legitimacy vote pushed to next meeting
  - iii. Library FY18 Proposal
    - 1. Library FY18 Proposal voted legitimate by unanimous vote
  - iv. CHHS BSB Supplemental Proposal
    - 1. CHHS BSB Supplemental Proposal voted legitimate by unanimous vote

#### V. New Business

- A. Bylaws Amendments
  - i. Bylaws passed out to members for review
- B. Graduating seniors
  - i. Must talk to college councils about finding a replacement
- C. SFRB meeting coming up
  - i. April 3rd

#### VI. Next Meeting: Tuesday March 21, 2017 @ 4:00PM, Library Room 203

- A. Wireless Network FY18 Proposal
- B. Classroom Support / Lecture Capture FY18 Revisit

#### VII. Adjourn

#### **Spring 2017 Upcoming Meetings (4PM Tuesdays, Library 203):**

2-14 - Supplemental Proposals

2-21 - Office 365 FY18 Presentation / Network Switch Upgrade Briefing

2-28 - SIS FY18 Presentation

3-7 - Classroom Support Services & Lecture Capture FY18 Presentations

3-14 - No Meeting - Spring Break

3-21 - Library FY18 Presentation

3-28 - Wireless Networking FY18 Presentation

4-3 - SFRB FY18 Presentation - LSC 308-310 @ 5PM

4-4 – Course Surveys / Scott Engineering Lecture Capture Supplementals

4-11 – Bylaws Amendments / FY18 Fee Package Discussion

4-18 - TBD

4-25 - TBD

5-2 - End of Year Celebration