Members Present: Jeff Morrissey, Ken McClure, Greg Rainwater, Sue Ingram, Sarah Caldwell, Thomas Peters, David Hough, Earle Doman, Kevin Piercy, Jordan McGee
Members Absent: Mark Putman
Guests Present: Eric Shade (substituting for Mark Putman), Angela Barker, David Caravella

The IT Council meeting was called to order at 3:02 p.m. and the Chair determined a quorum was present.

Minutes from the December 4th meeting were reviewed. Greg Rainwater requested the word "employee" be added to the SCUF Wage Increase 2013 section. Ken McClure moved to approve the amended minutes; Jordan McGee seconded the motion. All approved. Motion carried.

Student Computer Usage Fee Carry Forward Investments

Jeff Morrissey reminded council members of the conditions associated with the usage of the SCUF one-time money. Approximately $600,000 is available for consideration. The money will be used for one-time investments that affect the larger student populations and directly support the University's long range plan. Two ideas for how the money will be used were discussed:
   A. Remodeling of the Glass Hall open-access computer lab to give it more of a Learning Commons look and feel.
      a. Estimates from the architects for remodeling of the Glass Hall open-access computer lab came in higher in costs than originally estimated.
      b. It was stated that Jordan McGee will take the revised estimates back to the Student Government Association (SGA) to determine if SGA is still in support of the project.
         i. Jordan McGee will report back to IT Council at the February meeting.
   B. Upgrades to and standardization of the University's technology-enhanced classrooms.
      a. Action items to determine if a portion of this money will be used for this initiative are on the agenda for today's meeting.

ITAC Report Action Item Discussion and Vote

Discussion was focused on two documents, the "December 04, 2012 Instructional Technology Advisory Committee (ITAC) report to IT Council" and the "IT Council 2013-01-08 Proposed Responses to the Instructional Technology Advisory Committee's Requests for Action".

Proposed Response 1 was discussed. Eric Shade asked if the new instructional technology labeling scheme was expected to be disruptive to faculty. After a brief discussion, it was decided that this would not be the case. Greg Rainwater moved that the proposal be adopted, David Hough seconded, and the motion was unanimously approved.

Jeff Morrissey pointed out that while the proposed standards require more than one network connection for each classroom, only one connection can be provided by AIS without additional cost recovery. Implementation of the new standard will require a funding source be found for the additional connections.

Proposed Response 2 was discussed. Jeff Morrissey asked if the projectors that would be removed as part of the planned replacement process could be used for other purposes on campus or sent to surplus, and would the new projectors decrease replacement bulb cost. David Caravella

explained that while the pending "analog sunset" requiring that classroom systems be converted from analog to digital would preclude the use of the projectors in other classrooms. Some of the projectors could be repurposed for other non-classroom uses but many were beyond their useful life and would need to be sent to surplus. David Caravella also explained that the new projectors are expected to have a lower bulb cost than the units that are being replaced. Jordan McGee moved that the proposal be adopted, David Hough seconded, and the motion was unanimously approved.

Proposed Response 3 was discussed. Eric Shade moved that the proposal be adopted, Ken McClure seconded, and the motion was unanimously approved.

Proposed Response 4 was discussed. Eric Shade asked if there were any areas trying to build new classrooms that would be adversely impacted by not soliciting classroom upgrade proposals for FY 2014. David Caravella said there should be little impact, and that classrooms would continue to be built or upgraded if departments had non-SCUF funding available. Jordan McGee moved that the proposal be adopted, David Hough seconded, and the motion was unanimously approved.

Proposed Response 5 was discussed. David Hough moved that the proposal be adopted, Ken McClure seconded, and the motion was unanimously approved.

Proposed Response 6 was discussed. Four (4) years of SCUF Instructional Technology allocation carried forward with purchase in the fifth year. Ken McClure moved that the proposal be adopted, Jordan McGee seconded, and the motion was unanimously approved.

Student Computer Usage Fee (SCUF) Proposal and Award Process for FY 2014

A. Priorities for FY 2014: Greg Rainwater provided a review of the FY 2014 SCUF funding priorities as previously reported to IT Council on September 4, 2012. These priorities are consistent with those used the last fiscal year. They are:
   a. SCUF reserve (10% of budget)
   b. Four (4) full-time employee positions
   c. Contractual obligations on software
   d. Student workers
   e. Ongoing commitments
B. Solicitation process and timeline:
   a. Greg distributed and discussed the handout titled "SCUF Budget Committee FY 2014 Budget Calendar".
C. Student Worker Pay Rates for FY 2014: Greg Rainwater reported that the pay rates included on the SCUF solicitations this year will increase by 10 cents per hour over last year:
   a. Category 1: $7.50/hour increases to $7.60/hour
   b. Category 2: $8.00/hour increases to $8.10/hour
   c. Category 3: $8.50/hour increases to $8.60/hour
   Eric Shade raised a question as to the odd amounts and the purpose for the raise. This change mirrored the recent minimum wage increase. The Office of Student Employment plans to adopt the same pay rate increases.

D. Computer lab inventory and redistribution: Kevin Piercy informed the council that the IT Council Computer Lab Inventory initiative, which has been delayed while SCUF computer redistribution finished, is ready to begin. Greg Rainwater will begin sending out the inventory forms. The goal is to have the inventory complete and a redistribution plan for Summer 2013 prepared by the time FY 2014 SCUF awards are announced.

FY 2013 Student Computer Usage Fee (SCUF) Adobe Order Changes

Kevin Piercy explained that Adobe has changed their software offerings for the Cumulative License Program (CLP) used by the University, and that software maintenance for most products is no longer available for purchase. As a result, the FY 2013 one-time funding that IT Council had designated for Adobe software and maintenance will not be utilized as planned. The purchase of the original software and maintenance has occurred, but the maintenance renewal scheduled for January 2013 will not take place. Kevin further explained that the changes in the Adobe CLP agreement would likely result in increased costs in the future, perhaps up to $100,000 per year to keep everything current. Adobe's recommendation is that students be required to purchase their own copies of the software instead of the University purchasing lab copies.

New Business – None

Eric Shade moved to adjourn; Ken McClure seconded the motion to adjourn. All approved, motion carried. Meeting adjourned at 4:15 p.m.

Respectfully submitted by,

Vikki Fencl
Administrative Assistant II
Computer Services