

IT Council Minutes
Carrington Hall 203
03/06/2012

Members Present: Jeff Morrissey, Greg Rainwater, Sue Ingram (via ITV), Ken McClure, Tamera Jahnke, Eric Shade, Austin Kramer, Earle Doman, Sarah Caldwell, Kevin Piercy, Carey Adams

The IT Council meeting was called to order at 3:03 p.m. and the Chair determined a quorum was present.

The minutes from the February 07, 2012 IT Council meeting were approved.

FY 2013 SCUF Proposal Solicitation Process Update – Greg Rainwater, Kevin Piercy

Kevin asked the Council to approve the use of SCUF carry-forward money to fund an expense to upgrade all the current Adobe licenses and their respective maintenance. Using carry-forward money for this expense will free up money for other proposals that would not get funded due to this large expense. A motion was made to use carry-forward money to fund this expense and the motion carried.

Kevin opened a discussion on the differing pay rates for the SCUF-funded Student Workers and Graduate Assistants across campus. Kevin proposed that the pay-rate model for these SCUF-funded student worker positions follow the model used by Student Employment-- categories one, two and three and the associated pay-rate range within each category. The Council agreed that in order to distribute SCUF funds to the colleges for student workers in the most equitable way, the pay rates should be job specific and the SCUF committee should establish the pay category and pay range for each job. The Council agreed that if the colleges wish to pay a student worker above the set SCUF pay rate, this difference would be paid out of the college's budget. The SCUF committee will collect job descriptions from the colleges and work within the SCUF budget to establish the proposed pay ranges and present this to the IT Council.

BearPrint Carry-Forward Printer Procurement – Kevin Piercy

Kevin presented two recommendations for the expenditure of the BearPrint carry-forward printer procurement funds—procurement of black and white printers, and procurement of color printers.

Black and White Printers

Kevin confirmed this would cover the printers not purchased in the last SCUF round that were carried to this round. The estimated total expense is approximately \$63,000 and will do the following:

- Not replace the HP high volume printers
- Purchase 59 Dell printers
- Purchase seven additional sheet feeders
- Purchase two additional printers to be used as hot spares

Color Printers

It was recommended that the SCUF committee stay within the \$46,000 money set aside to procure several new color printers as well as standardize and repair or replace some of the current color printers.

Kevin mentioned that the SCUF committee will need to decide how to reclaim used printers. Following are the major points of consideration:

- Ensure all hard drives are wiped clean
- Determine which printers still have life
- Follow same distribution method as the computers in the labs
- Do not re-distribute reclaimed printers in SCUF funded labs
- Consider re-distributing to faculty/colleges that are making a difference in the classroom first
- Surplus printers that the colleges don't need
- Decide who will check all the printers to see if they are usable

A motion was made to approve these recommendations and the motion carried.

Kevin will bring to the April IT Council meeting a distribution plan for the reusable printers

SCUF Carry Forward/One-Time Money – Jeff Morrissey

This agenda item was postponed until the April IT Council meeting.

ITAC Charge and Membership – Jeff Morrissey

The Instructional Technology Advisory Council (ITAC) Charge and Membership document was discussed. The Council agreed on the following:

- Add a representative to ITAC from Access and Outreach;
- The ITAC Executive Committee will stand as stated;
- No representative from West Plains will be included on ITAC at this time. Sue agreed this is acceptable because West Plains is going to resurrect their ITAC and they will closely follow the Springfield ITAC;
- Remove the Dean representative and replace with another faculty member, so the ITAC will have two faculty representatives. The Council agreed that the second faculty representative should be appointed by the Provost and have a strong interest in instructional technology;
- Increase the student representation from one to two from SGA;
- The instructional technology representatives will stand as stated;
- Stagger the representative's appointment terms.

The Council agreed that the number of representatives on the ITAC should be sufficient enough to ensure good representation for all meetings and work groups, and to ensure at least one representative is knowledgeable in each category.

A motion was made to accept the ITAC Charge and Membership as revised, and the motion carried.

New Business

Austin Kramer requested that The Council add an agenda item soon to discuss the use of SCUF funds for the Glass Hall renovation.

Tammy requested that The Council add an agenda item soon to discuss the information sent out by Greg Rainwater regarding who pays SCUF fees. The Council agreed to add this agenda item to the next IT Council meeting coming up in April.

Carey requested that The Council add an agenda item to discuss other IT funding sources to supplement SCUF funding for those areas that support technology in their disciplines.

Meeting adjourned at 4:05.

Respectfully submitted by,

Carol Green
Administrative Assistant II
Computer Services