



## ***Student Technology Committee Meeting Agenda***

May 2, 2017

2:00pm

Spring 2017 May Meeting

Meeting Facilitator: John Warren

Invitees: VC Helen Harris, Dr. Teresa Jones, Ron Solomon, Tommy Morris, Cedric Noel, SGA President Jennifer Burgess, SGA Vice President Jesse Thames

- I.** Call to order
- II.** Roll call
- III.** Call for motion of approval of minutes from last meeting
- IV.** Open issues:
  - a) ID reader for second floor of Magnolia is in and will be in production for Summer 2017.
  - b) Update on VDI infrastructure in student labs and computer science classrooms. New servers and memory purchased for VDI project.
  - c) Discuss proposal and SGA funding for charging stations around campus for mobile devices.
  - d) Update on old computers in the SGA Classroom area.
  - e) Update on power issues in the lab at the Jackson site.
  - f) Update on changes needed for the Student Technology form.
  - g) Update on Xerox machine at Westside.

- h) Update on Scantron/Bluebook for student ID cards not appearing.
- i) Update on System Office taking over student emails and the possible Wi-Fi solution that would follow.

**V.** New business

**VI.** Next Meeting Planned: 1<sup>st</sup> week of October

**VII.** Call for motion to adjourn



## Student Technology Fee Committee

Minutes – May, 2<sup>nd</sup> 2017

Vice- Chancellors' Conference Room 2<sup>nd</sup> Fl. Gov. Bldg. meeting

**Members in attendance:** *Chief Information Officer Ron Solomon - Chair, IT Project Manager John Warren - Co-Chair, Vice Chancellor Helen Harris, Executive Director of Student Development Dr. Teresa Jones, Director of Student Programs Tommy Morris, SGA President Jennifer Burgess, SGA President Elect Donald Fountain, SGA Vice-President Elect Richard Roberts*

### **Minutes:**

**Approval of minutes:** JW called a motion of approval of the minutes from the 2-7-2017 meeting of the committee. RS motioned that the minutes be accepted as written. JB seconded.

### **Open Issues Discussed:**

- JW informed the committee that the ID reader for the second floor of Magnolia is in and will be in production for Summer 2017.
- JW informed the committee that the update on the VDI infrastructure is complete with the installations of the new servers and extra memory. RS informed the group of the 6TB of memory that was installed and how it will help with overall performance.
- JW discussed the charging stations and the options of buying one ready to go versus what a senator would like to see for the charging station components being purchased separately and assembled on site. JB would like to see what the cost difference between the two options are along with bringing in facilities for assembly and graphics department for BRCC branding. RR would like to see the less expensive option if the cost savings are there. JW will get costs of tables, power adapters, etc. HH would like to see the table designs and what they would look like. RS brought up that we currently have

seating with charging stations in the Magnolia building, 1<sup>st</sup> floor, and 2<sup>nd</sup> floor of Cypress HH confirmed. JB would like to see it advertised. RS agreed. HH wants information sent out to students to advertise that we currently have charging stations for use in those spaces. HH recommends tabling the purchase until designs and retrofitting for the student center are submitted and approved.

- JW asked if SGA has received the new PCs and they have. JB said the secretary could not print. TM asked if an IT work order needs to be submitted. JW confirmed
- JW asked for an update on power issues at the Jackson site. RS said that Johnny Arceneaux is trying to get more students at Jackson and will need more computers to accommodate the students. RS said that new equipment could not be installed until the power issues are met. HH asked if Bill Smith, Facilities Director, has been contacted. RS has contacted Bill Smith and gave Bill the options of him contacting an electric company or letting IT contact Cajun Electric who we can move forward with quickly. Bill said he would look into it. HH said the entire campus would need to be addressed not just that one room. HH said she would follow up with Bill Smith. RS said that any updates in that room would need to accommodate at least 20 VDI's.
- JW asked for an update on the Student Technology Form, RS brought up what was discussed and what was decided for change. Specifically not being able to keep permanent payment and it would need to be resubmitted for approval every 2 years. HH says it allows everyone to ask questions to the department about how viable the software still is. RS asked for approval on the form HH approved. TJ asked for language to be worked on. All agreed that the form is approved with the modifications to the language.
- JW asked if we were still pursuing a Xerox machine at the Westside campus being that they will be a part of RPCC on July 1<sup>st</sup>, 2017. RS said that we are not. He's spoken with Eric Setz, LCTCS IT Director, and Eric is going evaluate the needs for that site.
- JW informed the committee that the Scantron/Bluebook issues that SGA was having have been resolved shortly after our February meeting. JB confirmed that she has not had any issues since. TM said it is very, very few and it's on the old ID cards. A new ID card would resolve the issue on the old ID cards. JW asked that moving forward if any other issues arise to please contact the IT Help Desk so we can

move on getting them resolved. TM asked about palm readers for events, etc. RS confirmed that it could definitely be done and explained the issues in the past and how we can now use the devices.

- JW brought up the Wi-Fi issues for students and RS explained how moving to a new email system for the students under LCTCS would help resolve it by using it under their authentication system. Currently looking at the Fall 2017 semester for deployment. RS explained that because of the new student Office 365 email system, students will now be able to install the Office suite onto several devices. JB confirmed that it will be allowed on both PC and Mac systems.

### **New Business:**

- RS wanted to discuss the suggested budget for next year. HH determined that the Library had not been vetted on time and will need to be postponed. RS stated that the Library/ALC will be funded for fiscal year 17/18 but will need to propose/request their student tech funds request for the following 18/19 year. HH stated they will need to be notified that they will need to present their request for student tech funding on January 2018 for the 18/19 fiscal year. TJ stated that everyone would get one year under the current system but agreed with what HH said. HH stated that anyone receiving the funds would need to bring forth usage numbers, benefit purposes for students and they may want to consider giving surveys. HH requested RS work with TJ or Quintesah Syas on wording for the form.
- TJ requested that we have a transition meeting between SGA officers. RS confirmed with JB that we have access to the SGA officers in the summer semesters. JB clarified that after May graduation the new SGA officers take over. TM requested that we have a summer meeting with the new SGA officers in July.
- JW showed quotes for the SGA to project events on their own screens around campus and at other locations. RS explained that the Chancellor's approval for these modifications to the buildings would have to happen prior to moving forward with these projects. JW explained the restricted wall space in each building and why it

would be better to utilize 90" LED displays instead of projectors and projector screens. JW explained electrical and data would still need to be considered at some of the locations where nothing exists currently. TM asked if this would replace or supplement the current environment and JW and RS explained it would be a supplement.

- The new SGA president, Donald Fountain, came in and was introduced to everyone.
- JB requested emails to be sent out for SGA events that would stand out for students and make it easier for them to see that it is an event email and not a standard email and ignore it. HH suggested notifying Kizzy Payton and having her create a constant contact group for event notifications.
- HH brought up the reporting features of constant contact to determine who's opening what emails, etc. JB requested that all forms of contact be used with constant contact to help notify students better and grab their attention better. TM notified JB that there is a charge to be aware of with constant contact.
- TM confirmed that we are adding a Summer meeting on the second week of July.

**Next Meeting: 2<sup>nd</sup> Week of July**

JW called a motion to adjourn meeting. RS motioned to adjourn. TJ seconded.

MEETING OPENED: 2:05 p.m.

MEETING ADJOURNED: 2:50 p.m.

RECORDER: John Warren