

Technology Appropriations Board Minutes of the meeting December 6, 1996

Location: AHT 4th Floor Conference Room

Time: 1 -2:30PM

In attendance:

Sue Mettlen (Co-Chair) Rob Power (Co-Chair)

Bill Blass Irene McHugh

William Drumright Tim Morgan

Joe Gipson Faye Muly

Elizabeth Gunther Stephen Page

Ray Hamilton Ken Walker

Jeff Maples

The report of the Student Support Services Subcommittee was presented and after detailed discussion was approved unanimously by the full committee. The Student Support Services Subcommittee Report, along with issues raised in the discussion, is given as follows.

1. Printing Services

Recommend supplying toner and paper to student labs for a one-semester trial period beginning in January, 1997. Printing would be free to students and there would be no requirement for students to supply paper. Additionally, recommend that open labs stock transparency film for student use at nominal cost. Consider placing a color printer in the Library for student use at a nominal charge.

The no-cost printing will be initiated on a trial basis for Spring Semester 1997. During this time the process will be monitored for abuse. Printing counters will continue to operate in the UNIX environment, facilitating this. Paper will be supplied in both attended and unattended labs. A color laser printer will replace the existing Tektronix thermal color printer.

2. Goals

Short-Term Goal:

Order computers for labs on 3-Year Plan and additional labs, as funds permit. Emphasis should be on adding more computers that are functional, rather than buying the premium machines for fewer labs.

Although the priority will be on obtaining more seats, machines will be configured based on the special needs of individual labs.

Long-Term Goal

Conduct a thorough needs assessment to determine locations and equipment specifications of all existing facilities. Determine possible locations of new facilities.

The Stokely Management Center Mezzanine Lab has been given first priority for placement of a new lab, because of the immediate availability of this space, the central location, the extended hours of availability, and the comparatively lower renovation costs expected. Because of the renovation needed for ADA access, etc., it is expected that the earliest date for this lab to be ready will be Fall 1997.

- 3. Recycled Computers for Dorms.
Recommend placing recycled computers from labs into dorms for e-mail and word processing use by students.**

It was noted that a determination should be made of the maintenance and support cost for older equipment, as compared to the cost of acquiring new equipment.

- 4. Put More Computers into the Library.
Locate some computers in existing lounges on the 6th floor and add others to existing labs. Add scanners to the library.**
- 5. Add Computers to the University Center.
Recommend adding computers to study rooms and the Re-entry Student Lounge, if possible.**
- 6. Advertising
Recommend placing "Bought with your Student Technology Fee" stickers on equipment purchased with the fee. Suggest posting a note to Vol Express statements indicating current technology improvements.**
- 7. Recommend immediately proceeding with the equipment upgrades and additions for the open and departmental labs listed in the 3-Year Plan:**
 - o Glocker
 - o Library/GIS
 - o Humanities
 - o Math
 - o Computer Science
 - o Art & Architecture
- 8. Recommend starting the process to renovate space in Stokely Management Center for a new student lab. Suggest a target completion date of Fall 1997.**

It was noted that SMC is a particularly good location to meet the need of commuter students, as parking is available in close proximity and the mezzanine floor is open 7x24 hours.

- 9. As funding permits, recommend upgrading equipment and/or adding computers to the following Departmental labs:**
 - o **College of Education - Curriculum Development Lab**
 - o **College of Engineering - Ferris Hall**

- **College of Communications - PC and/or MAC Lab**
- **College of Architecture and Planning - Printers, monitors, and/or computers**
- **College of Agriculture and Veterinary Medicine - Computers/printers for library and labs**
- **College of Arts and Sciences - Computers, memory, and/or printers for the Music Labs and/or Chemistry**
- **College of Business Administration - Computers and/or printers in Labs**
- **College of Human Ecology - Lab support**
- **College of Nursing - Computers and printers**
- **College of Social Work - Computers and monitors**
- **School of Information Sciences - Server**
- **College of Law - Computers, printers, software**

In some cases, it will be necessary to replace all or none of the computers, to maintain uniformity. To avoid disruption of the class use of these labs, it is not possible to replace computers in some labs during the semester. An attempt will be made to replace the oldest equipment first. Efforts will be made to provide some funding for each of the labs.

In selecting open DII labs for upgrade, it was noted that more needs to be done in publicizing the available labs. The following suggestions were made:

- Create a folder to be distributed to students with information about the open computing labs, including locations with a map, hours of operation, and a list of installed equipment.
- Post this same information on departmental bulletin boards.
- Install signs outside of the buildings to identify where open computing labs are located.
- Contact the Freshman Council about including computing laboratory information in their publications.
- Add this same information to the campus phone book.
- Display a map in each lab showing the location of the other labs.

The issue was raised that additional efforts are needed in increasing computer awareness for freshman and for others in the campus community who currently do not make use of computing technologies.

Due to the lengthy discussion of the Student Support Services Subcommittee Report, presentation of the Report of the Telecommunications Subcommittee was deferred to the next meeting. The next meeting will be held on -

Thursday, December 12, 1996,
1:00 - 3:00 PM,
Andy Holt Tower 4th Floor Conference Room.