Technology Fee Advisory Board (TAB)
Friday, October 15, 2021

Zoom & In Person

MEETING MINUTES

Attendees: Suzie Allard (online), Mohamed Al Sager, Igor Bernardi, Emily Gore (online), Jennifer Gramling, Jessi Grieser (online), Jolyon (Jo) Gray (online), Mikala Leath (online), Joel Reeves, Michele Wilson.

Absent: Nick Corbin, Larry Jennings, Chandler Lampe, Ben Pham, Evan Pindrock, Devendra Potnis

1. **Welcome**
   - Joel Reeves welcomed everyone to the October 2021 TAB meeting. The meeting began at 3:36 pm.
   - A request for agenda items will be sent prior to each TAB meeting.

2. **Software Value**
   - Joel shared that the fall enrollment is 31,701. This is record-breaking.
   - An undergraduate student requested a summary of the FY2021 Tech Fee Budget. Joel compiled a summary and shared with the group:

	Sum of FY21 Budget
Admin	$0.00
Classroom Tech	$1,500,000.00
College Awards	$1,000,000.00
Grants	$20,000.00
Lab	$214,110.00
Recoveries	-$740,000.00
Salary/Ben	$2,614,000.00
Training	$132,500.00
Software, Hardware Procurement	$360,307.00
Research Support	$645,202.00
Teaching Tools	$344,149.00
Desktop Support	$44,287.58
HelpDesk	$183,352.00
Teaching Tools	$180,095.00
Network and Telephone Services	$149,000.00
Audio Visual	$310,000.00
Grand Total	$6,957,002.58

Software Value (cont.)
- Joel recapped the line items in the summary, highlighting a few of the items as follows:
    - Classroom Tech – a combination of tech fee and facilities
    - College Awards – divided up between colleges, administration, units to be used as incentives
    - Lab – used to refresh labs all over campus
    - Training – this is basically Linked In Learning
    - Teaching Tools – Canvas, Proctorio
    - Help Desk – Team Dynamix ticketing system
    - Network & Telephone Services – One part of OIT paying another part of OIT
- This year we are working on budgeting for 30,000 students and that will take us to 7.2 million dollars. That is where the new Google fees will be paid from.
- After the recap, Igor Bernardi asked if instructors like Canvas. When he was a TA, set up as a secondary instructor, he found it confusing and not user friendly. Joel deferred to the faculty members. Jennifer Gramling stated that Canvas was the best option from the criteria that the committee had to review. Jessi Grieser chimed in that it sounds like the main instructor of the class that Igor was teaching didn't set up Canvas correctly. It was noted that there is a lack of consistency between the ways instructors set up Canvas. Many instructors do what they can to get the class 'out the door', instead of following best practices. Joel reminded the group that OIT offers trainings for instructors to learn and manage their courses in Canvas.
- Joel reviewed the line items in the software value spreadsheet provided by OIT's Josh Price. The formulas were messed up, so a corrected/updated version of the spreadsheet will be sent along with the minutes.
- Igor noted that the annual contract cost for Qualtrics seemed high at $113,500. Joel shared that Qualtrics wanted to more than double our price from $78,000 statewide to $180,000 annually. Through his negotiations, we are at $113K statewide for each year.

3. **Other Business**
- **Slack** – Joel reached out to Slack for an enterprise quote. A ballpark quote to start is $360,000 annually,$9.70 per user per year. Emily Gore shared that she uses Slack for most of the learning communities that she interacts with. It integrates so well, that it is hard to find a comparison. Joel asked, Google or Slack? Emily stated that they do two totally different things. Mohamed Al Sager and Igor said that they use the free version and it works well for them. Emily also uses the free version, but when one of the other people that she collaborates with has a paid version, she will jump into their project in order to utilize all of the features Slack offers. Individual departments can purchase Slack, but they are paying a higher price. Emily stated that 'conversations' in Slack are lost after a certain amount of time in the free version and that is a problem. Jessi said that is isn't about the amount of time, but the amount of lines of communications.
- **Google Take-Out** – Jessi gave an overview of what Google Take-Out does. It allows a user to manage and even export all of their data from Google to another platform. The topic was brought to the O365/Gapps committee for consideration. Based upon the feedback, the admins are ready to enable the functionality. This will be communicated to the faculty and staff in various ways. Jessi encouraged the message(s) to include a

reminder that the account they are assigned isn't THEIRS. They are simply stewards of the account.

4. **New Business**
   - When is the CANVAS contract up for renewal? It was just renewed this year so it is up in 5 years (2026)
   - **Google Storage (from September 2021)**
     - Google announced an end to their free service with unlimited storage programs starting in July 2022. Google storage is shared between email, drive & photos.
     - We are in too deep to get rid of Google.
     - New storage plans for Education:
       o Basic Plan: 100 TB pooled storage … at no additional costs
       o Paid storage plans are available
       o We are considering quotas for Google
       o ~400 accounts are using 250 GB+ of storage, totaling 921 TB
       o ~800 accounts are using 100 GB+ of storage, totaling 1 PB
       o UT's Current usage is ~1.2 PB
       o We are looking at Tech Fee to cover costs.
       o Target date of June 2022.
       o What's next?
         ▪ Google to release management tools by 2022
         ▪ Determine appropriate storage level and sign a new contract with Google
         ▪ Tell people what to expect (we are still figuring this out!)
         ▪ We'll talk to Athletics and VetMed about their usage.
         ▪ Moving to Google Enterprise and it should handle the storage issues.

9. **Adjournment**
   - Joel Reeves adjourned the meeting at 4:09 pm. The next meeting is scheduled for Friday, November 19, 2021 at 3:30 pm in person at Hodges Library Conference Room 605 or Via Zoom.

Minutes submitted by Michele Wilson.