



Senate Information Systems & Technology (ISAT)
Thursday, October 18, 2012
1:30 PM
718 General Classroom Building

Minutes

In Attendance:

Brendan Calandra	Lisa Cranwell-Bruce	Steve Harmon	Bill Walsh
Keith Campbell	Stuart Gerber	Kevin Hsieh	Sallie Wright
Trey Chiles	Kia Graves-Craddock	Shibu Joys	
Darrius Cooper	Bill Gruszka	Timothy Renick	
Chad Cox	Shiferaw Gurmu	Ellen Taylor	

CALLED TO ORDER

APPROVAL OF MINUTES

Motion was made and seconded to approve the minutes of September 20, 2012, as presented.

MONTHLY IS&T REPORT

- Bill Gruszka reported that Dell will be presenting their findings from the IT Simplification Assessment to the President and executives on the week of October 22nd.
- Desire2Learn (D2L) training and mini-presentations are on-going in the Exchange. Everyone is encouraged to attend a training session. Faculty who attends a training session will receive their credentials to access D2L before the go-live date. Discussion ensued.
- Bill Gruszka reported that the problems accessing Office 365, via the web, have been resolved.

STUDENT TECH FEE ALLOCATION

Dr. Harmon reported that the senior executive committee does not want FACP to determine the Tech Fee allocations to the colleges and administration, as presented in the initial proposal. They wanted that responsibility to be decided by ISAT. Dr. Harmon

STUDENT TECH FEE ALLOCATION (Continued . . .)

referenced the documents prepared by Eboni Walker, showing the student technology fee allocations for fiscal years 2009 through 2013 for all the University units. ISAT will be responsible for determining allocations percentage each fiscal year. He asked committee members to review the documents and opened the discussion on how to decide allocations.

Motion: *A motion was made and seconded to allocate the FY 2014 of Student Tech Fee based on the five (5) year historical average presented. The motion passed unanimously.*

A lengthy discussion ensued concerning: the Library’s five-year distribution, using swept funds, distribution for new units such as Honors College, new category for special requests, new departments within the colleges, reducing the Provost’s percentage by 5%, determining allocation formula for each year, and the 10% designated for innovative proposals.

Motion: *It was motioned and seconded that ISAT recommend to FACP that the Student Tech Fee funds be distributed as presented with exceptions: (a) 5% will be deducted from Off the Top funding and, (b) a new category will be added called Provost Office and funded at 5%. The Provost Office’s 5% allocation will include funding for all student service units, plus funding for the Honors College. The motion passed unanimously.*

THE APPROVED ALLOCATIONS FOR STUDENT TECH FEE FOR FISCAL YEAR 2014	
Off the Top Funding	31.87%
IS&T	20.74%
COAS	21.09%
RCB	7.59%
COE	4.20%
Nursing	1.88 %
COL	1.47%
Law Library	1.38%
Library	2.32%
Policy Studies	0.58%
IPH	1.88%
Provost Office	5.00%

Note: Ten percent has already been deducted for innovative proposals.

NEW BUSINESS

Dr. Harmon reported that JL Albert and Eboni Walker have asked the committee’s approval to extend the Tech Fee spending deadline. Currently, the deadline is December 31st.

NEW BUSINESS (Continued...)

Because the University is closed for the holidays for two weeks, it becomes difficult for colleges/units to spend all of their funding allocation. They proposed extending the deadline to January 31, 2013.

Motion: *A motion made and seconded to approve move the Tech Fee spending deadline to January 31, 2012. The motion passed unanimously.*

Dr. Harmon reported that he has a tentative Tech Fee timeline submitted by IS&T. Discussion ensued.

Late October – early November	Associate Vice President/CIO will send out “Call for Proposals”.
Early November	Each college will designate a Coordinator for Tech Fee.
January	Colleges will submit proposals they want funded. IS&T and Facilities will review.
March	Final deadline for proposals to be funded.
April	Student Tech Fee Committee will review proposals for guidelines.
May	Proposals are reported to the President.

Outcome/Decision:

Dr. Harmon will work with Eboni Walker to finalize the deadline dates and will distribute to ISAT members.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:10 PM.

Respectfully submitted,

Joyce Carroll