



Senate Information Systems & Technology (ISAT)  
Thursday, January 16, 2014  
1:30 PM  
1103 Commerce Building

### **Minutes**

In Attendance:

Julian Allen	Brennan Collins	Ellen Taylor	Michael Wyatt
James Amann	Denise Floyd	Melissa Taylor	Yi Zhao
Chara Bohan	Chris Green	Bill Walsh	
Faye Borthick	Bill Gruszka	Michael Weeks	
Keith Campbell	Steve Harmon	Sallie Wright	

### **CALLED TO ORDER**

### **APPROVAL OF MINUTES**

Motion was made and seconded to approve the minutes of October 24, 2013, as presented.

### **MONTHLY IS&T REPORT**

Sallie gave a brief update on the following projects:

- a) Respondus – A new application that locks down students’ PCs while they are taking tests online. It can also monitor students, via webcam, during test taking. This measure was requested by faculty members to prevent students from cheating on tests.
- b) Active Directory – This project replaces Novell. Rollout is now underway and should be completed by March 1, 2014.
- c) Identify Management – This project (password reset) will roll-out next week.
- d) Alpharetta Data Center – This project is still under way; target date for completion is September, 2014.

Questions were posed concerning the D2L shut-down date, gamification and accurate documentation for uploading data into D2L. A lengthy discussion ensued.

## **PROPOSAL TO ALLOW DEFERMENT OF TECH FEE FUNDS AT THE ADMINISTRATIVE OR ACADEMIC UNIT LEVEL**

Dr. Harmon began by summarizing the committee's discussion from the last meeting. He reported that he met with Jerry Rackcliffe, Senior VP of Finance. Mr. Rackcliffe verified that tech fee funds could be carried over to the next fiscal year. However, he suggested that the committee limit the dollar amount of carry-over or roll-over funds. He recommended a cap of \$300,000 in order to avoid attention from the BOR. Discussion followed.

**MOTION:** *A motion was made and seconded to approve requests for deferments not to exceed \$300,000. Motion passed unanimously.*

## **STUDENT TECH FEE SWEPT FUNDS**

Dr. Harmon reported that the spending deadline for Tech Fee proposals was December 20, 2013. To date, ISAT has only swept approximately \$51,000. However, there is still \$1.3 million still available for spending. A decision regarding swept funds was tabled during the last meeting, as committee members wanted a more definitive amount. Discussion ensued.

**Action:** *Committee agreed to table this discussion again, until the amount of swept funds is determined.*

## **STUDENT TECH FEE EXTENSIONS**

Dr. Harmon stated that he receives requests for spending extensions beyond the established deadline. Currently, he makes the decision whether to grant the extension. Currently, 43 out of 95 proposals have asked for extensions. Dr. Harmon would like a policy regarding granting extensions. A question was asked regarding reasons for the extensions. Discussion followed as the Committee discussed extending or enforcing the spending deadline.

**Action:** *Committee agreed to leave the current procedure, regarding granting extensions, as is. The Chairman will continue to review all requests for tech fee extensions and make the appropriate decision. The Chairman will be the sole approver.*

## **STUDENT TECH FEE SPENDING CHANGE REQUESTS**

Dr. Harmon explained that he receives requests for variances from approved tech fee proposals. Owners of said proposals are asking to spend funds on substitutions or different items that were not granted in their original proposal. Dr. Harmon presented six (6) tech fee proposals asking for changes. James Amann asked that in the future, the department/unit asking for the change, present before the committee to answer any questions. Members concurred. A lengthy discussion ensued as the committee reviewed each request.

**STUDENT TECH FEE SPENDING CHANGE REQUESTS** (Continued)

College/Unit	Tech Fee Award Number	Committee Action
Byrdine F. Lewis School of Nursing	14-IST 066	Approved - Pending clarification on how many tablets are being purchased; and if software will still be purchased. Members will vote via email.
College of Arts and Sciences	14-IST 005 14-IST 006	Approved
College of Education	14-IST 007	Approved
College of Education	14-IST 013	Approved
College of Education	14-IST 016	Approved
Institutional Mandates	14-IST 037 14-IST 043	Approved

**ADJOURNMENT**

There being no further business, the meeting adjourned at 2:20 PM.

Respectfully submitted,

Joyce Carroll