



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

October 4, 2018

4:00pm

Fall 2018 October Meeting

Meeting Facilitator: John Warren

Invitees: VC Helen Harris, Ron Solomon, Tommy Morris, Cedric Noel, Sarah Barlow,  
SGA President, SGA Vice President

- I.** Call to order
- II.** Roll call
- III.** Call for motion of approval of minutes from the last meeting.
- IV.** Open issues:
  - a) Discuss update for the proposal and SGA funding for charging stations around campus for mobile devices. Waiting for retrofitting for the student center.
  - b) Update on power issues in the lab at the Jackson site and VDI installation that is to follow. Machines were configured, have they been installed?
  - c) Any update on LCTCS Office 365 move for students or is it still not a high priority for the system office at this time?
  - d) Discuss the SGA video messaging system for Mid-City. Retrofitting Student Center may include this still? Has there been any update on the SGA voting for this?
  - e) Has the audio issue in the large Cypress classroom on the bottom floor been resolved?

- f) Was a template created for what technology was purchased with the student technology funds for the year? VC Harris was going to get Quintesah Syas involved in creating the template?
- g) Update on the partnership with Adobe?
- h) Update on Food Services for the Student Center?
- i) Update on Bus Schedule/Vehicles?
- j) Update on Renovations for the Student Center?
- k) Student worker list discussions for IT
- l) Vote on Data Center Server Infrastructure update

**V.** New business

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

**VII.** Call for motion to adjourn



## Student Technology Fee Committee

Minutes - October, 4th 2018

Louisiana Boardroom Conference Room

*Members in attendance: IT Project Manager John Warren (JW) - Co-Chair, Director of Student Programs Tommy Morris (TM), SGA President Lindsey Harrell (LH), SGA Vice President of Policy Tennell Bell (TB), SGA Secretary Thomas Ryan (TR), SGA Historian Jacob Wagner (JWA)*

**Approval of minutes:** JW asked for approval of the meeting minutes from July 2018. TR motioned that the minutes be accepted and LH seconded the approval.

**Open Issues Discussed:**

- JW asked for updates on the charging stations with the new remodeling/retrofitting of the cafeteria area or if we're still waiting for that to happen to discuss the need for charging stations in that area for students. TM confirmed that we're still waiting to get the proposal back from the architects.
- JW will have updates on the VDI infrastructure for classrooms at the Jackson site for the next meeting.
- JW on O365 for students explained that it's not as high of a priority for the system office but they do still have it slated to be completed at some point.
- JW asked for updates on the messaging system that SGA was considering. TM explained that it's still connected to the whole renovation project and nothing has been decided.
- JW brought up that AV issue in the large Cypress classroom. RS explained that the issue was a large amount of unused equipment had been moved to surplus and the audio was

diminished because of it. JW will have more information at the next meeting for this issue.

- The request to create a template to be created for the year in report for what technology was purchased with student technology funds will be discussed further when VC Helen Harris is at the next meeting.
- JW brought up that the Adobe Creative Licensing would be discussed further at the next meeting when the chair, Ron Solomon was in attendance.
- Transportation, food services and renovation of the Student Center conversation will be discussed further at next meeting (December 2018)
- JW passed out the IT student worker list for the Fall 2018 semester. JW asked if it would be advisable to bring this back up in December when SGA VP Jacklyn Filipe was present as she requested the information originally. The SGA that were present for this meeting agreed.
- JW went through the proposal to fund the new server infrastructure for the college. JW explained in detail the cost, what it would be used for and how the funding would be broken up over 3 years and split between Student Technology Funds and the IT department.
- A vote was called for the approval of the new server infrastructure for the college. Below shows who voted and their vote.
  - Tennell Bell - Approve
  - Lindsey Harrell - Approve
  - Thomas Ryan - Approve
  - Jacob Wagner - Approve
  - John Warren - Approve
  - Tommy Morris - Approve

#### **New Business:**

- JW went through the proposal to add a new student copy station in the ALC. JW clarified that there are plenty of print release stations for students but not copy stations, as there are only two at Mid-City. JW explained how each

semester a student receives \$10 of free print credits to use for copying and printing while an active student at BRCC.

- A vote was called for the ALC copy station for students to use. Below shows who voted and their vote.
  - Tennell Bell - Approve
  - Lindsey Harrell - Approve
  - Thomas Ryan - Approve
  - Jacob Wagner - Approve
  
- JW went through the explanation and proposal of increasing the IT student worker pay to be on par with other departments student worker pay. JW explained that recently the IT department starting losing quality student workers to other departments because of this issue. JW proposed, once cleared with HR, a vote be cast to increase the IT student workers' pay. JW explained that HR would still need to be spoken with to make sure all paperwork is done properly through them and the change wouldn't go into effect until Spring 2019. LH clarified that their pay would go from \$7.50 to \$9.00 an hour. JSA asked to see the difference in cost from \$7.50 to \$9.00 an hour. JW provided the spreadsheet showing the difference. JWA requested that \$10.00 an hour be considered for every student worker. JW explained that the budget would have to be reviewed to see what was voted on and then to check again with HR and the student worker contracts.
  
- TR requested that a swipe card reader be installed for entrance into the game room area. JW explained that he and TM had a sidebar previously about that access and thought that a keyboard swipe in that location would be beneficial to tracking students as the come in and out of the game room.

**Next Meeting:** 1<sup>st</sup> Week of December

JW called for a motion to adjourn the meeting. TR motioned to adjourn and LH seconded.

MEETING OPENED: 3:00 p.m.

MEETING ADJOURNED: 3:33 p.m.

RECORDER: John Warren



Student Technology Committee Sign-In Sheet

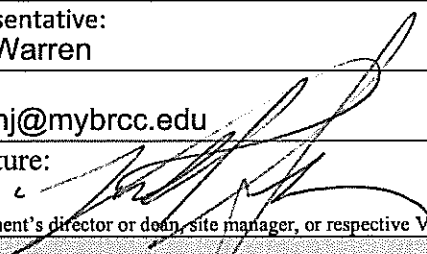
October 4<sup>th</sup>, 2018



Print Name	Signature	ID Number	Affiliation
John Warren	<i>[Signature]</i>	60010222	I.T.
Johnny Morris	<i>[Signature]</i>		OSL Staff
Thomas Ryan	<i>[Signature]</i>		SGA Secretary
Jack Warner	<i>[Signature]</i>	601602226	SGA Historian
Kennell Bell	<i>[Signature]</i>	300105180	SGA
Lindsey Hamnell	<i>[Signature]</i>		SGA PRESIDENT

**Baton Rouge Community College  
Student Technology Fee Committee**

**Funds Request**

Department Information			
Department Requesting Funds: Information Technology		Date: 10-3-2018	
Representative: John Warren		Title: Student ID Reader for Copier in ALC	
Email: warrenj@mybrcc.edu		Phone Number: 225-216-8271	
Signature:  <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request: To give students the ability to copy papers while in the ALC using their student ID cards	
Goals and Objectives			
Student Technology Fee Program Goal: To provide students with access to, and training in, information technology and discipline-specific equipment that represents the current state of the art technology for that discipline.			
<b>Which objective would this advance?</b>			
<input type="checkbox"/> Objective 1.1: To provide public access computers with current software as well as network connectivity.			
<input checked="" type="checkbox"/> Objective 1.2: To provide the BRCC student body with access to state-of-the-art software and hardware, including classroom technologies which support student learning.			
<input type="checkbox"/> Objective 1.3: To increase access to the campus network and internet resources via wireless internet and other innovative access options.			
<input type="checkbox"/> Objective 1.4: To ensure that instructional laboratories and open laboratories are equipped with the most current equipment appropriate to teaching and learning in the various disciplines of the College.			
<input type="checkbox"/> Objective 2.1: To enhance student learning by providing support programs in order to optimize the use of multi-media and other instructional technologies.			
<input checked="" type="checkbox"/> Objective 2.2: To provide appropriate state-of-the-art technology to student services that directly support student life and learning (e.g., Career Planning and Placement, the Academic Learning Center, Student Development etc.)			
Beneficiaries of funds: Students			
Initial Cost: \$1,400.00	Recurring Costs: N/A	Other Sources of Funds: N/A	Duration of Funds (end date): N/A
Impact on college priorities: This will allow students to save time by not having to go the the 2nd floor of Magnolia or to the Student Center to make copies.			
Office Use Only			
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved: 1,400.00	Rating:
Stipulations:			
Signatures of Quorum: <i>Refer to back for signatures</i>			

- Please attach a detailed cost breakdown and any other relevant information that is relevant. Academic Departments must include a letter of support from their Dean. Student Services or Administrative Departments must include a letter of support from their Department Head.
- If funding is for a recurring item, funding can be provided for up to two years. Afterward, the requestor must reapply for future funding consideration.
- If the cost for a recurring item increases after the first payment, this approval allows for subsequent payments to be made at the increased rate as long as funding is available.
- Submit all request fund from to [student\\_tech@mybrcc.edu](mailto:student_tech@mybrcc.edu) by the 1st of October, December, February, May, or July.



Jerry Sear Approved  
~~John~~ approved

Al Wagon approved

Lorenz Wagon approved

J. S. L. approved

# ATRIUM

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 Richmond, VA 23221

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QUOTE FOR:

**Baton Rouge Community College**  
**201 Community College Dr**  
**Baton Rouge, LA 70806**

QUOTE	
Date:	10/3/2018
Provided By:	David M
Valid Until:	1/1/2019

QUANTITY	DESCRIPTION	TYPE	EACH	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
1	IITC netZtouch Copier Terminal / Magnetic Swipe	Hardware	\$1,200	\$1,200	Incl	Incl	Incl	Incl	\$1,200
1	Cable for Xerox WC 5355 copier	Hardware	\$200	\$200	Incl	Incl	Incl	Incl	\$200
<b>TOTAL</b>				\$1,400	\$0	\$0	\$0	\$0	\$1,400

