



Student Technology Fee Committee

Minutes - December 15th 2022

Zoom Remote Meeting

Members in attendance: CIO Ron Solomon (RS) - Chair, IT Project Manager John Warren (JW) - Co-Chair, Dean of Students Dr. Donovan Johnson (DJ), Director of Student Life Tommy Morris (TM), Asst Director of Student Life Jolanda Taylor (JT), SGA President Cassidy Guidry (CG), SGA VP Raeleonne Owens (RO), Secretary Gabrielle Shows (GS), SGA Liz Williams (LW)

Approval of minutes: JW asked for approval of the meeting minutes for October 2022. CG called for a motion to approve the minutes. GS seconded the motion to approve the minutes.

Open Issues Discussed:

- No items needed to be discussed.

New Business:

- JW gave an update on the current budget for the STC and that it currently stands at \$998,321.90

- JW turned the meeting over to RS to begin discussing the 3% pay increase for the five IT staff positions that the STC pays for. RS explained that two of the five staff members are classified employees and they are given that from the state every year and the remainder are unclassified and receive pay raises when the college can give those raises out. RO asked if the amount is the annual amount or by semester. RS said it was annually. RS explained this is something that's been voted on previously by members of this current committee and prior committees as well. RO stated that she believes this is a good idea and things have gone up in price and this will help those employees out.

The vote to approve/disapprove the 3% staff raise for the 5 IT staff members funded by the STC for the total annual amount of \$5,979.96 is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- RS began speaking about the Microsoft A5 (MS A5) licenses and the upgrade that we'd like to provide for the college from the lower tier Microsoft license. RS explained that MS A5 license we'd like to move everyone at the college to would allow for multiple (5) installs of Office on any PC or device as well as many other applications and security enhancements for everyone using the Microsoft products. The current total cost is around \$65,000.00 and that cost is split evenly with between IT and STC Funds for around \$32,500.00 each. This new license tier would double that cost for both areas but when looking at the cost per student it would be an increased cost of \$3.33 to 6.66 each based on the 9000 students currently enrolled. RS asked the STC to consider adding the additional \$30,000.00 for the rest of the year and also to the annual budget for a total

of \$65,000.00 which is voted on every May for the new fiscal year beginning in July 1st. RS explained this is the top tier of licensing that you can get with Microsoft and it benefits everyone being at that top level. RO asked if this will improve meetings hosted online. JW explained that through Microsoft Teams you can host up to 10,000 people with that application online. RS and JW asked that, if approved, the STC dig in to these applications to find ones that can help improve their areas and that training could be provided to not only improve their areas but also help them further down the line with their future employers by knowing how these applications can help businesses develop and grow. RO asked how long the license is for. RS explained this is an annual license. RS explained the website would be updated to grant easier access to the downloads as well.

The vote to approve/disapprove the upgrade to the Microsoft A5 license at \$30,000.00 for the remainder of the agreement this year and an overall increase in the annual budget to a total of \$60,000.00 per year is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- JW moved the meeting forward by beginning to discuss the new Math Labs that will be completed for next summer. For these labs it is being asked that the committee consider funds for laptops for students, charging carts and math learning/assistance/monitoring software. JW went over the Cybertouch equipment that will be installed in the labs and how it will assist students in those areas. JW began by going over the 50 laptops that were being requested at a price of \$47,781.50. They have an Intel Core i5, 16GB RAM and 512GB M.2 HD and these are very well equipped to be in

service for a long time. RO asked how they will be protected. JW explained the next item up for vote are the security/charging carts that will be in the labs where the laptops will be housed when not in use. RS explained we also have an application embedded from Dell called Absolute tracking that is in place for recovery of those devices if stolen and we have used this software before successfully.

The vote to approve/disapprove the 50 Dell laptops for the Math Labs at \$47,781.50 per year is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW explained the next item for vote was for the two-laptop security/charging carts for the Math Labs. JW explained these carts have been used in other locations around the college and we like them very much. RS asked where these carts would be kept. JW explained that his understanding is they would be kept and moved between the three different math lab rooms as needed.

The vote to approve/disapprove the purchase of two laptop charging carts at \$2,636.00 is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the next item for vote which is the first math lab software called Ed Puzzle. JW explained that it is designed for enhanced math problem solving and learning. RO asked if these are new or existing applications. JW explained these are new applications that Dr. Dorá and her faculty have evaluated and have been agreed on to be of great benefit to their current and future students.

The vote to approve/disapprove the annual purchase of the Ed Puzzle math lab software for \$3,450.00 is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- JW moved to the next application for the Math lab, 70 licenses of Maplesoft Math Software. JW explained this software helps students to analyze, explore, visualize and solve math problems quickly.

The vote to approve/disapprove the annual purchase of the Maplesoft Math lab software for \$6,825.00 is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- JW began discussing the last application request for 80 NetSupport licenses in the math labs. JW explained this software allows faculty to monitor all devices in the room that have the software to keep students engaged and on task. It also serves as a communication tool between

faculty and students. The faculty person would see a number of small windows showing what each student is currently doing on their desktop. RS explained that the testing center in the Magnolia Library has been using this software for some time now for monitoring testing.

President Guidry lost communication with the group, it was determined we could proceed with the voting while she attempted to reconnect.

The vote to approve/disapprove the purchase of 80 NetSupport software licenses for \$2,910.40 is below:

- o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- JW brought up the need to replace the interactive touch display at the ATC which is used by the DHTT and ATC students while in class. RO asked if this was comparable in size to the Cypress interactive touch panel. JW explained it was more the size of the one that is currently used in Student Life at the conference table.

The vote to approve/disapprove the purchase of the ATC interactive display for \$3,945.77 is below:

- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the need to replace the Microsoft Surface Studio in the Blackbox. That device is failing, is currently out of warranty, and not being made any longer and replacement parts are not easy to find. IT would like to move to the new style of podium PC that's been utilized for the last year with the Dell AIO.

The vote to approve/disapprove the purchase of the ATC interactive display for \$1,595.75 is below:

- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the need to add USB mic options in Cypress 201, 203, and 205 for faculty when they walk away from the podium to assist students that are in class so remote students can still hear the instructor. This was brought up as a need by faculty and approved by Dr. Dorá. This is also a new technology we're using and we're hoping it's successful as it could bring down cost of AV podium installations in the future. RO asked if this was for when the instructor is using Zoom. JW confirmed that's the case. RO believes this is a good option to explore.

The vote to approve/disapprove the purchase of USB mics in Cypress classrooms 201, 203, and 205 for \$448.74 is below:

- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the need to add additional electric in two places in the new Student Center Game Room. This would allow the displays to power on.

The vote to approve/disapprove the purchase two electric drops in the game room for \$330.00 is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the need to bring in five new Dell AIO podium PCs at Port Allen for the new AV that's going in the five classrooms. JW explained that Port Allen is getting the same technology that other sites have been receiving for the last couple of years and would be a big improvement for the students and faculty at that site. RO asked if the AV was already installed. JW explained it was not but should be in by the end of spring if not sooner.

The vote to approve/disapprove the purchase of five Dell AIO podium PCs for Port Allen for \$7,978.75 is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Liz Williams - Approve
- o Gabrielle Shows - Approve

- JW brought up the need to have data and electric installed in the computer lab at Port Allen to be able to move the instructor podium to a more desirable location in the room to not block the views of some of the students sitting in the classroom.

The vote to approve/disapprove the purchase electric and data drops for the classroom at Port Allen for \$600.00 is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Liz Williams - Approve
 - o Gabrielle Shows - Approve
-
- All voting has been finalized, JW brought up the request that the SGA made to have the Blackbox sound panels redone in that room due to the fact they are old and unsightly. RS asked if Dr. Barlow was consulted and JW explained she was and she agreed that the area would benefit from the new acoustic panel treatment. RO said it was very much needed and appreciated. RS explained that we could perhaps consider other funding sources or even combining funding sources for that area. JW explained this was project was not able to fall under the STC funds. JW said he would send that quote over to TM for further discussions with his team. JW said he would bring this back up in the February meeting and would see what the SGA's ideas were with moving forward with this project and in the meantime, RS would have a discussion with VC LeBlanc about assisting with funding for this.
 - RS and JW expressed their appreciation to the SGA/STC committee, that we've done a lot of great things for the college through their support this year and we look forward to continuing that into the next year.

Next Meeting: 1st week of February

JW called for a motion to adjourn the meeting. RO motioned to adjourn and LW seconded.

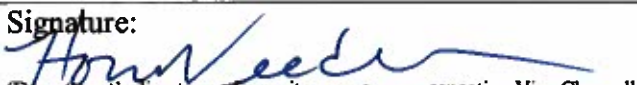
MEETING OPENED: 2:10 p.m.

MEETING ADJOURNED: 3:18 p.m.

RECORDER: John Warren

Baton Rouge Community College
Student Technology Fee Committee

Funds Request

Department Information			
Department Requesting Funds: ATC/Transportation			Date: 11-30-22
Representative: Reed Mundy		Title: Diesel Instructor	
Email: mundyr@mybrcc.edu		Phone Number: 225 216-8537	
Signature:  <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request: Replacement of smart Screen	
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.			
Which objective would this advance?			
<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.			
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<input 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: DHTT students/ ATC Transportation			
Initial Cost: \$3945.77	Recurring Costs: 0	Other Sources of Funds: None	Duration of Funds (end date):
Impact on college priorities:			
Office Use Only			
<input type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved:	Rating:
Stipulations:			
Signatures of Quorum:			

- 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 by the 1st of October, December, February, May, or July.

Baton Rouge Community College Student Technology Fee Committee

Funds Request

Department Information			
Department Requesting Funds:		Date:	
Representative:		Title:	
Email:		Phone Number:	
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<input type="checkbox"/> Approved <input type="checkbox"/> Partially Approved <input type="checkbox"/> Not Approved		Total Amount Approved:	Rating:
Stipulations:			
Signatures of Quorum:			

- 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.
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Baton Rouge Community College Student Technology Fee Committee

Funds Request

Department Information			
Department Requesting Funds:		Date:	
Representative:		Title:	
Email:		Phone Number:	
Signature: <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request:	
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.			
Which objective would this advance?			
<input type="checkbox"/> Objective 1.1: To provide public access computers with current software as well as network connectivity.			
<input 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 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:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	Duration of Funds (end date):
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