



Student Technology Fee Committee

Minutes - July 14th 2022

Zoom Remote Meeting

Members in attendance: CIO Ron Solomon (RS) - Chair, IT Project Manager John Warren (JW) - Co-Chair, Dean of Students Dr. Donavan 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 Historian Kristal Corney (KC), SGA Liz Williams (LW)

Approval of minutes: JW asked for approval of the meeting minutes for March 2022 and also May 2022. RO called for a motion to approve the minutes. CG seconded the motion to approve the minutes.

Open Issues Discussed:

- RO asked if all internet services are up and running from the previous semesters upgrades/issues that the college has been experiencing. RS explained that everything is up and running and additional access points outside of the initial project scope are being installed. RO asked how the WiFi logins would work. RS explained that you would use your LOLA ID and password to login to the new WiFi portal. JW explained that communication was sent out to the college for how students will login to the portal.

New Business:

- JW brought up the current budget for everyone to review. RS explained that the budget approved for the spring would need to be voted on again., there was an accidental omission of a service license that was left off and would need to be voted on again. RS explained that the license allows students to login to PCs remotely to allow them to access programs that can't be installed on Chromebooks.

The vote to approve/disapprove the 2022-2023 Fiscal Year Budget for a total of \$780,113.14 is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Gabrielle Shows - Approve
- o Liz Williams - Approve (via chat)

- JW introduced to the STC the new larger digital messaging displays around campus and the fact that data and electric is needed to at one of the locations in the Governors building. JW asked if there are any questions for this request and there were none.

The vote to approve/disapprove the additional cost for the sound studio for a total of \$400.00 is below:

- o Cassidy Guidry - Approve
- o Raeleonne Owens- Approve
- o Gabrielle Shows - Approve
- o Liz Williams - Approve (via chat)

- JW brought up the LockNCharge cabinets that would be used in three locations around the campus for students to checkout/in Chromebooks (IT Gov) and also have secure bays to charge their devices if needed (Testing and Student Center). They would be placed in the new IT Help Desk in Governors, outside of the testing center in the Library and in the updated Student Center.

The vote to approve/disapprove the additional cost for the sound studio for a total of \$15,689.00 is below:

- o Cassidy Guidry - Approve
 - o Raeleonne Owens- Approve
 - o Gabrielle Shows - Approve
 - o Liz Williams - Approve (via chat)
-
- CS brought up some questions about the Frazier site regarding the student open lab PCs, student printing and the Xerox scanning station for student use. JW explained that the testing process with nursing requires IT to be notified in time to give the nursing faculty a set of IP ranges that the testing software requires and in May that was not done which what caused the initial issue. CG explained that the issue was getting the computers to just get to the site was an issue with how slow they were. JW explained for the printing that open printing isn't anything the college typically allows and all student printing would have to come from the GoPrint release stations and that printing deducts from a balance on the students ID card and the same with the Xerox scanning station.
-
- JW and RS brought up the new Cypress Cybertouch Interactive Wall that's been installed and explained the idea behind implementing this technology for the students and what it would be used for (Collaboration, Art, Presentations, etc.) RO asked about safety concerns both for the tech and what

could be displayed. RS explained that the concerns are shared and the area is monitored for anything that could potentially happen but as a college we would attempt to provide a less restrictive environment. CG asked about wear and tear on equipment and who would be responsible for replacement costs. RS explained that it would fall on the area (Staff, Faculty departments or Student use) that causes the most wear and tear and general warranties exist on the technology for any sort of malfunction. CG brought up if training happens for faculty on this equipment. JW explained that he does the training for faculty and provides ample opportunity before and throughout the semester for faculty to train. The request is typically made by the Dean or Dept Chair for the faculty to be trained.

- TM asked about the large projector and screen that was coming out of the renovated Student Center and where it was going to go. JW explained that it has been slated to be installed in the Blackbox as that space would be the most appropriate location for that type of technology that could use the upgrade and the space could be used for other departments as well.

Next Meeting: 1st week of October

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

MEETING OPENED: 2:05 p.m.

MEETING ADJOURNED: 2:59 p.m.

RECORDER: John Warren

Budget Requests - 250003 Student Technology FY 2022-2023

Fund Code	Account Code	Campus Code	Amount	Funding Type	Justification for Request
250003 - Student Technology	6002 Classified Salaries		\$63,377.60		Staff Workers
250003 - Student Technology	6003 Unclassified Salaries		\$134,103.11		Staff Workers
250003 - Student Technology	6100 - Related Benefits		\$78,992.28		Staff Workers
250003 - Student Technology	6010 - Student Labor	BE - Acadian	\$10,000.00	Continuation	student workers for computer lab Fall, Spring, Summer
250003 - Student Technology	6010 - Student Labor	BB - Frazier	\$15,000.00	Continuation	student workers for computer lab Fall, Spring, Summer
250003 - Student Technology	6010 - Student Labor	BA - Mid-City	\$71,000.00	Continuation	student workers for computer labs and IT help desk Fall, Spring, Summer
250003 - Student Technology	6100 - Related Benefits	BA - Mid-City	\$30,000.00	Continuation	additional related benefits for full-time positions due to fluctuating rates and employee elections
250003 - Student Technology	6100 - Related Benefits	BA - Mid-City	\$7,100.00	Continuation	related benefits for budgeted student worker wages (10% of wages), if needed based on student hires
250003 - Student Technology	6100 - Related Benefits	BB - Frazier	\$1,500.00	Continuation	related benefits for budgeted student worker wages (10% of wages), if needed based on student hires
250003 - Student Technology	6100 - Related Benefits	BE - Acadian	\$1,000.00	Continuation	related benefits for student workers (10% of wages), if needed based on student hires
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$5,898.56	Continuation	Rave Communication renewal (split with org 420003)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$4,620.00	Continuation	evaluation kit renewal (split with orgs 620001 and 420003)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$3,868.57	Continuation	OCLC ezproxy renewal (Library - code to org code 420008 & program code 410) *
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$10,376.00	Continuation	go-print License renewal (ITC Systems)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$31,900.00	Continuation	Microsoft campus agreement renewal (split with org 620001)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$13,500.00	Continuation	smarthinking License renewal (ALC) (NCS)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$5,493.40	Continuation	EBSCO Information Services (Library - code to org code 420008 & program code 410) *
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$149,572.49	Continuation	LOUIS membership renewal (Library - code to org code 420008 & program code 410) *
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$1,262.00	Continuation	Springshare - LibGuides License
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$36,520.00	Continuation	Atrium JSA card system license renewal
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$6,000.00	Continuation	Dynamic Forms (NGWeb)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$1,381.25	Continuation	NetSupport
250003 - Student Technology	7076 - Software License	BA - Port Allen	\$600.00	Continuation	PharmacyTech (RedSail)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$3,655.38	Continuation	ShopKey (Mitchell 1)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$522.50	Continuation	Library chat (Nub Games)
250003 - Student Technology	7087 - Rentals-Office Equipment	BA - Mid-City	\$2,000.00	Continuation	annual copier rental Xerox: Mag 103 hall (ALC) Student Tech
250003 - Student Technology	7087 - Rentals-Office Equipment	BA - Mid-City	\$2,000.00	Continuation	annual copier rental Xerox: Mag Library Student Tech
250003 - Student Technology	7087 - Rentals-Office Equipment	BA - Mid-City	\$2,000.00	Continuation	annual copier rental Xerox: Bien Student Tech Rotunda
250003 - Student Technology	7087 - Rentals-Office Equipment	BE - Acadian	\$2,000.00	Continuation	annual copier rental Xerox: Acadian - Student Tech Lab
250003 - Student Technology	7087 - Rentals-Office Equipment	BB - Frazier	\$2,000.00	Continuation	annual copier rental Xerox: FRz 123-Student Tech Lab
250003 - Student Technology	7202 - Copier Supplies	BA - Mid-City	\$20,000.00	Continuation	Copy paper and toner for student labs
250003 - Student Technology	7202 - Copier Supplies	BB - Frazier	\$1,000.00	Continuation	Copy paper and toner for student lab
250003 - Student Technology	7202 - Copier Supplies	BE - Acadian	\$1,000.00	Continuation	Copy paper and toner for student lab
250003 - Student Technology	7202 - Copier Supplies	BN - Central (Hooper Rd)	\$1,000.00	Continuation	Copy paper and toner for student lab
250003 - Student Technology	7202 - Copier Supplies	BO - Ardendale - ATC Building	\$1,000.00	Continuation	Copy paper and toner for student lab
250003 - Student Technology	7508 - Education and Recreation-Taggable	BA - Mid-City	\$20,000.00	Continuation	Classroom technology repairs
		Total Amount	\$741,243.14		

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250003 - Student Technology	7076 - Software License	BA - Mid-City	\$3,655.38	Continuation	ShopKey (Mitchell 1)
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$38,870.00	Continuation	Citrix Virtual Apps & Desktop for cloud
250003 - Student Technology	7076 - Software License	BA - Mid-City	\$522.50	Continuation	Library chat (Nub Games)
250003 - Student Technology	7087 - Rentals-Office Equipment	BA - Mid-City	\$2,000.00	Continuation	annual copier rental Xerox: Mag 103 hall (ALC) Student Tech
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		Total Amount	\$780,113.14		



1500 Government St
Baton Rouge, LA 70802

CAJUN
ELECTRIC

Estimate

Date **8/23/2022**

Estimate # Display

Bill To:

Baton Rouge Community College
Attn: Purchasing
201 Community College Dr.
Baton Rouge, Louisiana 70806
United States

Jobsite Location

BRCC Main Campus
Governor's Building

Rep Adam

ITEM	QTY	DESCRIPTION	TOTAL
		Display in South Entry :	
		Scope of work: Add power and Data	
Electrical	1	Wire and install receptacle	300.00

This estimate is only valid for 15 days, based on the current supply and delivery fluctuations.

Subtotal	\$300.00
Sales Tax (0.0%)	\$0.00
Total	\$300.00

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):
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:	
Signature: <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request:	
Goals and Objectives			
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Beneficiaries of funds:			
Initial Cost:	Recurring Costs:	Other Sources of Funds:	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:
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Phone: 1.888.912.3151
Fax: 1.601.399.5077
Online: www.howardcomputers.com



Howard Computers
P.O. Box 1588
Laurel, MS 39441

Online Quotation

Quote No: AP2 1236439.00
Customer Name: John Warren
Company Name: Baton Rouge Community College
Quote Name: FUYL Towers
Quote Date: September 15, 2022
Phone Number: 2252168271
Fax Number:

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	FUYL Tower 5 + Cloud EDU (Three years of Cloud Integrated software sub included) MPN: LNC3-10437 Contract(s): NASPO Admin MNWNC-114 NASPO - Louisiana 4400002524	2	\$3,800.00	\$7,600.00
2:	FUYL Tower 15 + Cloud EDU (Three years of Cloud Integrated software sub included) MPN: 149709 Contract(s): NASPO Admin MNWNC-114 NASPO - Louisiana 4400002524	1	\$8,089.00	\$8,089.00
			Sub-Total:	\$15,689.00
			Shipping & Handling :	Included
			Taxes:	Tax Exempt
			Total for Item 1:	\$15,689.00

This quote will expire October 15, 2022.
To expedite your order, please include your quote number with your Purchase Order.

Total for all pre-configured items

Sub-Total: \$15,689.00
Shipping & Handling : Included
Taxes: Tax Exempt
Total: \$15,689.00

Notes:

Pricing and availability subject to change without notice. Packaging, Shipping, and Handling fees are not included unless specifically stated. Prices and lease payments do not include applicable taxes. Ship dates are approximations and are not guarantees. Quick ship items not available in Alaska, Hawaii, or outside the United States. Specific state laws may affect shipment of products.

Any order for kiosks must be canceled prior to 21 days from the scheduled date of shipment to avoid incurring a 50% cancellation fee. Any cancellation made within that 21-day window will automatically incur a charge equivalent to 50% of the total kiosk order being canceled.

Howard reserves the right to charge a 25% restocking fee for cancellation of a purchase order after Howard has commenced fulfillment of the order. Howard may, with notice, cancel any purchase order at any time without any liability to the Purchaser. Howard reserves the right to charge the Purchaser full purchase price for delaying shipment of a purchase order for an extended period of time which then results in the cancellation of said order.

Given the current uncertainties related to international trade, Howard hereby reserves the right to unilaterally revise the prices quoted herein in the event its manufacturing or procurement costs for such goods increase due to the imposition by the United States or any other country of new or higher tariff(s) or of any other similar tax, fee or charge.

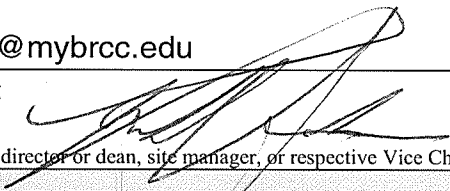
If Purchaser fails to pay any invoice in full within the time quoted herein, Howard may, without notice, accelerate the due date of all outstanding invoices and require that all outstanding invoices, including any interest thereon, be immediately due and payable in full.

Howard's product warranties and return policies and related information, which are available at <https://www.howardcomputers.com/support/warranties.cfm> and <https://www.howardcomputers.com/support/returnpolicy.cfm>, are fully adopted and incorporated herein by reference. These may also be obtained by calling 1-888-912-3151 or emailing webmaster@howardcomputers.com.

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS SET FORTH OR INCORPORATED HEREIN; HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS.

Baton Rouge Community College Student Technology Fee Committee

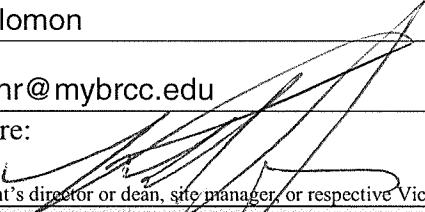
Funds Request

Department Information			
Department Requesting Funds: Information Technology			Date: 7-14-22
Representative: Ron Solomon		Title: CIO	
Email: solomonr@mybrcc.edu		Phone Number: 225-216-8267	
Signature:  (Department's director or dean, site manager, or respective Vice Chancellor)		Description/Justification of request: This will add a new LockNCharge cabinets around Mid-City for our students to pickup technology or charge securely while doing other things	
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.			
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<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: \$15,689.00	Recurring Costs: NA	Other Sources of Funds: NA	Duration of Funds (end date): NA
Impact on college priorities: This will add a new LockNCharge cabinets around Mid-City for our students to pickup technology or charge securely while doing other things			
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:			

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Funds Request

Department Information			
Department Requesting Funds: Information Technology			Date: 7-14-22
Representative: Ron Solomon		Title: CIO	
Email: solomonr@mybrcc.edu		Phone Number: 225-216-8267	
Signature:  <small>(Department's director or dean, site manager, or respective Vice Chancellor)</small>		Description/Justification of request: This will add a new digital signage display to a main entry point in Governors building	
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<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: 400.00	Recurring Costs: NA	Other Sources of Funds: NA	Duration of Funds (end date): NA
Impact on college priorities: This will add a new digital signage display to a main entry point in Governors building			
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.