MSFT Committee Meeting Minutes
Monday, April 29th, 2019 — 8:00-9:00 AM
Provost's Conference Room BTW#2185

Meeting Objective: Review proposals for fiscal year 2019-2020 (FY19-20) projects.

<u>Attendees:</u> Sean Kelly, Jerry Garcia, Laine Lyzak, Monica Tandel, Geydy Martinez, Raul Perez, Thomas Dorch
<u>Staff present:</u> Jacky Connell, David Daniels, Dianne Wei

I.   New Business

   A. Continue going through FY 19-20 MSFT proposals
      • Meeting called to order 8:05am;
      • 19.19 (AV Refresh); D. Daniels recapped prior discussion; J. Garcia recalled that we didn't vote on this last time, suggested that rather than voting on this particular proposal, we'll make sure that that classroom gets refreshed; J. Garcia observed that our total IT ask has to do with items that directly impact students, we'd rather get approval for block funds with whatever MSFT can provide;
      • 19.28 (Student Media Equipment for Broome Library); discussion of number of cameras; Motion by S. Kelly to approve for $8k , R. Perez seconded, VOTE – All Approved to fund for $8k;
      • 19.23 (Cloud Computing); J. Garcia observed that what they're asking for is an AWS, and he is aware of two other funding opportunities outside of MSFT that would apply, two different grants for $50k; we could suggest that we refer them to these funding sources; T. Dorch asked to clarify breakdown of these funds; J Garcia from the links I've read it allows for $50k per campus; S. Kelly it sounds like this is asking us to pay the money whether it is at a savings or not; further, it is not infrastructure, it is a service; G. Martinez wondered if they are trying to get a better service; J. Connell recalled that they were on a service but only on a trial basis; R. Perez motioned to deny, S. Kelly seconded, VOTE – 6 In Favor of Denial, 1 Opposed; 19.23 is denied;
      • 19.08 (Computers from Career Services); J. Garcia recalled that this request used be part of DSA but are now part of

Advancement; L. Lyzak observed they need a computer and an AV refresh; R. Perez observed they need eight; S. Kelly so this is intended to be used for alumni engagement somehow; J. Garcia recalled that in the career center, students use computers to build their resumes and apply for jobs; R. Perez they also use it for Dolphin Closet; R. Perez motioned to approve… G. Martinez asked to clarify if they need additional computers – L. Lyzak not more computers, a refresh of existing ones plus an AV refresh; T. Dorch seconded; VOTE – 6 In Favor of Approval, 1 Opposed; full funding approved;

- L. Lyzak observed that the remaining balance going into the IT requests is $589k; J. Garcia summarized that this is for computer labs, classroom laptop carts, AV refresh, and miscellaneous are extra computers so that we can quickly respond to when computers break; we'll prioritize this by looking at the oldest computers first; R. Perez commented that he doesn't see the laptop carts used a lot; J. Garcia noted that Broome Library and Sierra Hall have observed frequent use; J. Connell the laptop cart provides flexibility to those that do not have their own laptops; further discussion on flexibility/applicability of laptop carts; J. Garcia campus laptops come with specific software that makes it easier for students; J. Connell it becomes challenging to fit everyone for every section or class without laptop carts; L. Lyzak observed that we have enough funds to get IT more than halfway there; further discussion about the mechanics of awarding IT a lump sum; S. Kelly commented that it may be beneficial for next cycle to bring in the folks in the Fall, to make sure the money is being spent equitably, and also to educate the new committee on how MSFT allocations work; G. Martinez asked if IT has a committee review process for allocating their funds; J. Garcia offered to be transparent from this and said it would be no problem if anyone wanted to sit on this committee; reiterated that we will address the areas of greatest need; we can use some funds to extend the warranty on some computers; if we don't do this that would be one less student having access; we don't have the staff to do complete hardware overhauls (e.g. motherboards); further discussion on university software licensing; R. Perez motioned to give IT the remaining balance, S. Kelly seconded, VOTE – All In Favor; IT will receive $589k MSFT balance for use across their five proposals, addressing areas of greatest need;
- L. Lyzak concluded business, asked who was graduating (R. Perez and G. Martinez); R. Perez suggested that either the VP or a member of ASI be included on future committee rosters;

II. Other business and meeting adjournment
- Meeting adjourned at 9:00am.