

NDSU INFORMATION TECHNOLOGY

Delivering core solutions and propelling innovation

TECHNOLOGY FEE ADVISORY COMMITTEE MEETING

**Wednesday, May 2, 2018, 3:30 p.m.
Quentin Burdick Building 206E**

Meeting Notes – approved on 10/8/18

Present: Anne Denton, Chair; Mari Borr, Jeff Dertinger, Jerry Gao, Marisa Mathews, Jared Melville, Adam Muske, Halima Shittu, Melissa Stotz, David Wittrock (ex-officio), CeCe Rohwedder

Unable to attend: Warren Christensen, Dominic Fettig, Ken Mbuba, Ben Miller, Lauren Singelmann

1. Welcome
2. **M (Jared/Adam) to approve the notes of the 3/12/18 meeting as presented. MSC.**
3. Discussion of options for using the \$30,527.16 unspent Award Money (outlined starting on p. 2) and develop recommendation for the Vice President of IT.
 - A. Clicker acquisition: the RFP is still in progress, so we don't have precise costs yet, and no guesstimates. This makes it challenging to designate specific funds for this option, though it would be a preference of the group to fund it.
 - B. Wireless in the Wellness Center (\$9,732.00)
 - C. Accessibility needs for student technology:
 - a. Accessibility for student printers (\$700 each)
 - b. Accessibility for hearing impaired in classrooms (\$11,800)
 - D. Expansion of technology use for students. This option was not presented to the student body via the Tuesday Twos survey; incoming Student Body President and Vice President, Chase Grindberg and Marisa Pacella, approached Melissa this week re whether TFAC would consider allocating funding for this option.

According to the Tuesday Twos survey results, options A, B and C were considered priorities. The question arose of whether it is the purpose of this committee to ensure that NDSU maintains its compliance with ADA standards vs. funding innovative projects and technologies; if not, it was suggested that options A and B be funded.

M (Jerry/Halima) to fund option B (Wireless in the Wellness Center) at \$9,732.00, option C-b (Accessibility for hearing impaired in classrooms) at \$11,800, and allocate the remaining \$8,995.16 to option C-a (Accessibility for student printers), starting with the highest-traffic printers as identified by the Learning and Applied Innovations unit of the IT Division. MSC.

CeCe will set up a meeting for Dr. Denton to present the group's recommendations to Marc Wallman.

4. Changes to Action Plans (on Blackboard):

- A. #1801, NDSU Libraries, "Campus Makerspace – Phase 1." Request for change in scope, replacing project director Jake Clark with Beth Twomey, approved on 4/5/18.
- B. #1802, Memorial Union Gallery, "Virtual Reality: Access Education." Request for change in scope, the addition of items totaling \$1,313.00 to the project's budget, denied on 4/20/18.

5. Action Plan reports:

A. Status reports received since the last TFAC meeting (on Bb):

None

B. Final reports received since the last TFAC meeting (on Bb):

None

6. **M (Marisa/Jared) to adjourn. MSC.** Meeting adjourned at 3:55 p.m.

Options for Unspent Award Money (\$30,527.16)

Per discussion at the 3/12/18 TFAC meeting, the following options are being offered as initiatives to allocate unawarded money from the 2017-2018 academic year; these were the options selected by NDSU students when polled via the 4/13 “Tuesday Two’s” survey (survey results attached), and by NDSU Student Government:

1. Clicker acquisition

The campus CARESr (Costs Associated with Required Student Electronic Resources) committee is currently working on selecting a single clicker solution for the campus. A Request for Proposals (RFP) is currently being prepared to solicit bids from vendors. As a part of the RFP, we are requesting vendors to include a bid for a campus-wide site license. This would allow students to have free use of the selected clicker solution and more ease for faculty to use clickers in a greater number of academic situations. A funding source has not been identified.

2. Wireless in Wellness Center

The Wellness Center is requesting installation of Wireless Application Protocols (WAPs) to cover the entire facility with Wi-Fi, as currently there are areas with no access. These areas include the first (Studio B), second (courts/cycle) and third (running track) floors of the facility. Wi-Fi is necessary for our daily processes at the Wellness Center. For example, we use tablets to check-in group fitness classes for assessment and data collection. From a user perspective, Wi-Fi enhances the member experience by giving them access to their preferred media content (music, video, etc.). With the addition of more WAPs, not only will this enhance member experiences from their own device, but also give the Wellness Center the opportunity to purchase new fitness equipment that requires strong internet access. The fitness equipment industry has integrated internet into machines, and it is necessary for us to stay relevant with current trends. If our building has full Wi-Fi capability, we intend to purchase more Wi-Fi capable devices to assist with data collection, programming, marketing and user experience.

Additional info is attached.

3. Accessibility needs for student technology

A. Accessibility for Student Printers

In order to meet ADA requirements for the Go-Print stations, the printers need to be lowered substantially. The existing printer furniture is at standard heights but does not take into account high-capacity paper trays. Each of the 61 printer locations brings with it a different set of circumstances, and a complete analysis of all locations will be occurring soon. If funding is provided, we would start by making accessible the highest traffic locations, and complete as many as we can with the available funding.

Additional Info

- Initial analysis reveals the need to lower 47 of the 61 printers to meet accessibility campus wide.

- Average estimate for each lowered printer is \$700.



- If there is not enough funding to lower all printers, they will be lowered in the order of highest usage. The top 10 locations include:

AG Hill 188

Library 118

Memorial Union 176

Nursing at Sanford Health 11

Nursing at Sanford Health 161

West Dining Center 4

Loftsgard 62B

Library 14D

Barry 288A

Barry 366

- **\$700 x 47 = \$32,900**

B. Accessibility for Hearing Impaired in Classrooms

When hard-of-hearing students attend NDSU, we are able to provide a connection in the classrooms that will allow them to use their hearing aid or cochlear input to hear the audio in the classrooms; however, this requires a wireless microphone to be installed in the classroom. We currently have 90 classrooms that do not have wireless microphones installed. In terms of the need, for example, IT was approached by Disability Services regarding a deaf student attending NDSU in the fall. We should be able to accommodate all of the classrooms for this student by using all of our spare wireless microphones -- however, this leaves no backups for wireless microphones campus-wide, or in the event, a second hard-of-hearing student attends NDSU. We would like to purchase 10 wireless microphones to be available for hard-of-hearing students as needed to meet ADA requirements. Each wireless microphone costs \$700; a total of \$7,000 would meet this need.

Additional Info

- In addition to the 10 wireless microphones originally requested, hard-of-hearing students require assistive listening kits (FM receiver/transmitter). We currently have four – The four we have are all in use to accommodate one hard-of-hearing student. If we were to learn of an additional hard-of-hearing student, we would not have any of these kits left.

- Each hard-of-hearing student needs the following equipment installed in each classroom for which they are taking classes:
 - Wireless mic - \$700
 - FM receiver/FM transmitter - \$800
- The equipment will be installed, and relocated each semester, as requested by hard-of-hearing students.
- Having 10 wireless microphones and 10 assistive listening kits allows us enough equipment to support two hard-of-hearing students (assuming each student has class in five different classrooms each semester).
- $\$700 \times 10 = \$7,000$ – wireless microphones
- $\$800 \times 6 = \$4,800$ – assistive listening kits (we have 4, adding 6 will give us 10)
- **Total request -- \$11,800**

5. Expansion of Technology Use for Students

Looking around campus at the student collaboration areas that are supported by IT, it is easy to see they are in high demand. These are located on the 2nd floor of QBB, AG Hill group study rooms, Library group study rooms, and Barry Hall group study rooms. Additionally, in a post-occupancy survey completed by students who have taken classes in AG Hill, there were many comments regarding the desire for more group study areas across campus.

A student collaboration station, similar to those located on the second floor of QBB, costs about \$5,000.

Also, in light of this option, Learning and Applied Innovation received a request from Student Government members Chase Grindberg and Marisa Pacella, to install a Smart Board in one of the group study rooms in the Library. They specified one of the Library study rooms so that the space could be reserved for Smart Board needs; group study rooms outside of the Library are used on a first-come-first-served basis. In order to provide an easy-to-use experience, installing a Smart Board in a group study room will require a number of additional pieces of technology and is estimated to cost \$8,000.