STUDENT TECHNOLOGY FEE ADVISORY COMMITTEE (TFAC) MEETING  
Wednesday, April 17, 2013, 10 a.m., Thorson Maintenance Center Blue Conference Room  
Meeting Notes by CeCe Rohwedder  
Approved on May 1, 2013

Present: Rian Nostrum, Chair; Matt Bains, Anne Denton, Jim Hammond, William Hess,  
Stanley Kwiecien, Tyrell Martin, Chris McEwen (proxy for Sydney Hull), Dustin  
Mueller, Jean Ostrom-Blonigen, David Wittrock, CeCe Rohwedder

Absent: Aaron Banister, Gary Fisher, Sydney Hull, Tanya Kramer, Anita Welch

Rian called the meeting to order at 10 a.m. He noted that no primary reviewers were assigned to  
the Action Plans submitted, since only servers are being awarded and there would therefore be no  
budget issues to consider.

Motion (Kwiecien) to approve the minutes of the March 6, 2013 meeting without objection.

The thank-you note sent by Thunder Radio Officers to TFAC for its support over the last three  
years was circulated.

1. Dr. Wilson’s CTR tour invitation to TFAC members: due to scheduling complications, a tour  
for the committee will not be scheduled this semester. TFAC members wishing a personal tour  
can contact Dr. Wilson directly. Additionally, Dr. Wilson offered to make the BIN recording of  
CTR activities available; Rian will contact him regarding posting it on the TFAC Blackboard site.

2. Review of Spring 2013 Action Plans requesting the available servers:
   A. #1302, Expansion of Departmental OpenStack Infrastructure. Robert Foertsch, Computer  
      Science & Operations Research. [Anne Denton stepped out of the meeting during this  
      discussion.] The project encourages experiential learning and fits in with the move away  
      from clusters and into a virtual environment. The direct impact on students is not as large  
      as that of some of the other Action Plans.
   B. #1303, User Experience Lab Server. Andrew Mara, English. TFAC would want more details  
      from the Project Director.
   C. #1304, Remote Classroom Monitoring with Fusion RV. Micah McGowen, Information  
      Technology Services. [Jean Ostrom-Blonigen stepped out of the meeting during this  
      discussion.] The project is not innovative, but the software supported by the server would  
      greatly assist classroom technology, resolve problems faster and be proactive in preventing  
      problems from arising and interrupting class. All instrumented classrooms would be  
      included, so a large portion of the student body would be impacted.
   D. #1305, Development Server. Chad Coleman, Information Technology Services. [Jean  
      Ostrom-Blonigen stepped out of the meeting during this discussion.] This is a logical need,  
      but it appears to be a server maintenance request.
   E. #1306, Neuroscience Webserver and Psychology File Server Upgrade. Scott Minot,  
      Psychology. It is questionable whether an entire server, or one of such high resolution, is  
      needed for a Website. This appears to be a maintenance request, and the department  
      would benefit from a better product.
   F. #1307, ThunderRadio Server. Brad Jones, Thunder Radio. A different caliber of server  
      would be a better fit for this project; a relatively cheap storage option would meet the project  
      needs.
G. #1308, Photorealistic Rendering Service. Ben Bernard, Architecture and Landscape Architecture. Per Stanley Kwiecien’s discussion with the Project Director, any number of servers up to five would help, as the department need is great. The program charges deferential tuition, so that funding source is available.

H. #1309, Curriculum Development in Enterprise Data Analysis. Fred Riggins, Accounting. The College of Business does not currently charge deferential tuition, but efforts are underway to do so. Use of the servers requested is in courses not yet offered nor developed.

3. Consideration of Spring 2013 Action Plans requesting the available servers:
   A. Motion (Bains/Kwiecien) to not award Action Plans #1303, #1306 and #1307. MSC unanimously.

   [Tyrell Martin left the meeting, at 10:55 a.m.]

   B. Motion (Bains/Kwiecien) to not award Action Plans #1305, #1309. MSC unanimously.

   C. Motion (Denton/Kwiecien) to award one server to Action Plan #1304.
      Discussion: this summer 25 more classrooms are getting instrumented, so the need will increase. Members questioned whether the project’s primary purpose is to track statistics of use or resolve problems, either proactively or faster.
      a. Motion (Bains/Kwiecien) to postpone voting on this motion until the next meeting, and in the meantime to assign Chris McEwen as primary reviewer on this Action Plan, who would obtain additional information from the Project Director to provide to TFAC at the next meeting, and who would also invite the Project Director to attend that meeting to be available should questions arise at that time. MSC (6 yes, 2 no).
      b. Chris will serve as Sydney Hull’s proxy at the next TFAC meeting, so he will be added to the group’s Blackboard site so he can access all relevant documents and information.

   D. Motion (Bains/Mueller) to award four servers to Action Plan #1308.

   [David Wittrock left the meeting, at 11:20 a.m.]

      a. Motion (Mueller/McEwen) to amend the current motion so it calls for awarding three servers to Action Plan #1308 and one to Action Plan #1302. MSC (6 yes, 1 no, 1 abstention).
      b. Motion (Bains/Mueller) to postpone discussion of this motion until the next meeting, and in the meantime to assign Dustin Mueller as primary reviewer on Action Plan #1308 and Chris McEwen as primary reviewer on Action Plan #1302, who would obtain additional information from the Project Directors to provide to TFAC at the next meeting. MSC unanimously.

4. Next TFAC Meeting to review the Action Plans identified above: May 1, 2013, at 10 a.m.

5. Changes to Action Plans (all are on Blackboard):
   A. #1117, Virtual Desktops & Applications. Nate Olson, ITS (Nate is replacing Galen Mayfield as PD, as Galen left NDSU on 03/01/13)
B. #1120, Lecture Capture Functionality. Nancy Lilleberg, ITS (request for extension approved; new end date: 6/30/13)

6. Action Plan reports were reviewed:
   A. Status reports received since the last TFAC meeting (on Bb):
      a. #1103, Commodity Training Room Technology Support. William Wilson, Agribusiness & Applied Economics (request for extension approved; new end date: 12/31/13)
   B. Status reports received since the last TFAC meeting (on Bb):
      a. #1103, Commodity Training Room Technology Support. William Wilson, Agribusiness & Applied Economics
      b. #1130, Ongoing IT Infrastructure Support. Nate Olson, ECI
   C. Final reports received since the last TFAC meeting (on Bb):
      a. #1032, Webtrac & POS Software Module. Gary Fisher, Wellness Center

5. Second reading of proposed revisions to the Bylaws:
   A. Matt Bains presented a revised draft of the amendments reviewed at the last TFAC meeting; the revisions in the draft reflect recommendations of Interim VP for IT Marc Wallman made during their March 13, 2013 meeting and are as follows:
      a. Section II of Article V: Meetings, calls for the VPIT’s budget presentation to TFAC at a meeting in the spring
      b. Section I of Article VII: Funding, reverts to its original state with the exception that it indicates that $300,000 should be allocated each academic year for awards to Action Plans as specified in Article VI, instead of “…may be allocated…”
      c. In addition, discussion during today’s meeting resulted in agreement to amend Section III of Article VI: Action Plans, to indicate that entities that were funded shall provide reports to the committee at the approximate midway point of the project and upon completion, instead of “…after six months and one year from the date of disbursement.”
   B. Motion (Kwiecien/Bains) to amend the revised Bylaws presented on March 6, 2013 for a first reading, as outlined above.
      Discussion: it would be preferable to have an assurance of availability of funds to award to Action Plans each year. The committee’s understanding is that such is not possible at this time, given the current financial situation of the IT Division and NDSU. Student Government can pursue the issue in the future.
      Vote on the motion: MSC (7 yes, 1 no).

The meeting was adjourned at noon.