

ISAS Advisory Council Minutes

February 11, 2009 Butler Library 210 1:00 pm

Present: Judi Basinski, Peter Carey, Timothy Ecklund, Don Erwin, Jim Fowler, Yves Gachette, Maryruth Glogowski, Melaine Kenyon, Doug Koritz,Carolynn Krupp, Melissa Meehan, Melissa Miskiewicz, Karen O'Quin, Kerran Sanger, Brian Wittmer, Rita Zientek

1. Introduction – Don commented on the previous meeting and said that he appreciated the frank conversation. It was not the intention of the ISAS Advisory Council to circumvent the Schools in recommending projects or to be unfair. We are working out a new process in these meetings so sometimes it gets messy. The ISAS Board is not meeting until March 3rd so the spending recommendations from the last meeting will go to them then. Finance & Management will fund 50% of the wireless cost for BL 210. Maryruth is holding the requisitions until the Board approves.
2. Minutes from January 28, 2009 were accepted as circulated.
3. Budget – Maryruth presented a spreadsheet listing the Tech Fee Basic Infrastructure expenditures to date, sorted into categories. Upcoming expenditures were discussed. Melaine talked about the 7 SmartCart “surge” classrooms in Rockwell Hall and the 16 Smart Classrooms to be constructed this summer.

Maryruth presented a summary sheet for the whole Tech Fee budget showing that about 1/3 of the budget remains but that many big ticket items come in the last quarter. A summary of the Academic & Scientific Equipment account indicated a balance of \$94,972. There was a discussion of remaining A&SE funds. Should they be distributed? There is a very small amount of money. Consensus was that this account be managed by Maryruth as recommended and approved by the Board last semester: emergency repair and/or replacement of broken critical equipment and remaining funds will be used to purchase faculty computers.

Finance and Management has released an additional \$28,000 for faculty/staff computer replacement. This year we have spent about \$100,000 or 1/3 of the required funds. We will be deferring 2/3 of the replacements. Associate deans asked for feedback on what has been installed. Melissa Miskiewicz will report back on the status of Spring 2008 and Fall 2008 replacements. She will also prepare a list of Spring 2009 and Fall 2009 recommended replacements.

4. Recommendation for submitting priority projects/expenditures – There was a lengthy discussion of what a project is. Don will prepare some definitions and tweak guidelines. We can bring questions to the next meeting. Pete Carey asked what is eligible. He talked about a digital fingerprinting system. We currently fingerprint all the student teachers the old fashioned way with ink. Consensus was that it is an eligible project although it is unclear where on the priority list it would fall. Since there is little money for projects this year we have time to develop a fair and functional process. If Schools and areas want to submit projects we are interested in seeing what is waiting for funding. That way we can prioritize requested projects and be ready to move on them when the budget situation improves. The Technology Plans of the schools should also be helpful in setting priorities.
5. Updates & Announcements – Melaine asked that faculty please be mindful of security. Lock doors. We have suffered some equipment losses this year because people forget to lock doors. We do not have sufficient funds to replace stolen equipment.
6. Next Meeting: March 11th at 1:00 pm – BL 208