Minutes

College-wide Technology & Capital Outlay Committee

November 10, 2006 http://irt.austincc.edu/committees/cwtcoc/
1:30 p.m. - 3:30 p.m.

Attending: Kathleen Christensen, Andrew Dickerman (for Sandy Gaskin), David Fonken, Mike Harris, Jacki Jarzem, Mary Kohls, Terry Kotrla, Cherry Luedtke, Justin McCord (for Herb Coleman), Marcus McGuff, Roy Mosier, Mike Reid, Steve Self, Gaye Lynn Scott, Patty Scogin, Linda Smarzik, Richard Smith, Derek Thomas, David Tobey, Becky Villarreal, Hazel Ward, Gary Weseman, Bill Woodhull

1. FY07 Budget Update

   Items funded since last meeting:
   a. (2) Xerox 5500N, VICD/NRG, $5600
   b. Additional funding for TCO#48, ENST/NRG, $985
   c. Data projector replacement, COIS/RGC, $1400

   Requests for projectors that are 3 years old can go directly to Roy in accordance with the replacement plan.

2. Requests requiring committee approval, see attachments:

   → http://irt.austincc.edu/committees/cwtcoc/forms.htm

   a. #20 Laptop Replacement Plan, Available = $168,633.02
      i. High-end laptop, VICD/NRG, $3147 – approved, motion by Mike Harris, 2nd by David Tobey
      ii. Tablet, ENVR/NRG, $1500 – approved, motion by Mary Kohls, 2nd by Derek Thomas

   b. #21 Server Replacement Plan, Available = $4,119.78
   c. #22 Network Printer Replacement Plan, Available = $36,611.00
   d. #24 Network Wiring & Equipment for Existing Labs, Available = $30,000
   e. #26 Special Needs Computer Replacement, Available = $40,000
      i. Interpreter Prep Lab setup-15 stations, HUSE/RGC, $20,325 – tabled for email vote once more information is provided by Lynn Beaman (or until February 2007 mtg.)
   f. #27 Emergency Repair/Replacement, Available = $341,287.40
      i. 20” flat panel, COIS/RVS, $399.61 – approved, motion by Mike Harris, 2nd by David Fonken though item is under $500, it was originally part of a system approved by CWTCOC which was a capital item purchase

3. IRT request to use departmental funds for capital acquisition
   - approved, motion by David Fonken, 2nd by Kathleen Christensen

4. Desktop replacement process with laptop request form

   Roy will develop a website with instructions on how to request a replacement computer. This site will provide further instructions and will contain a complete list of computers being replaced, a desktop request form, and a laptop request form. All standard desktop requests will be approved. All laptop requests will require approval including the Dean/AVP/VP and will be presented at the February 8th committee meeting for discussion.

Future Meetings:
All meetings are in HBC-201 from 1:30-3:30 unless noted:

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<td>May TBA (annual budget meeting)</td>
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