Minutes

College-wide Technology & Capital Outlay Committee
April 11, 2008 http://irt.austincc.edu/committees/cwtcoc/
1:30 p.m. – 3:30 p.m.

Attending: Herb Coleman, David Fonken, Sandy Gaskin, Lyman Grant, Gary Hampton, Jackie Jarzem, Ron Johns, Mary Kohls, Terry Kotrla, Brette Lea, Marcus McGuff, Soon Merz, Charles Quinn, Steve Self, Gaye Lynn Scott, Linda Smarzik, Richard Smith, Reed Stoddard, Derek Thomas, David Tobey, Hazel Ward, Gary Weseman, Priscilla Wicker, Matt Wilson, Bill Woodhull

1. Approval of minutes of prior meeting (as posted online) Richard Smith
   approved, motion by Derek Thomas, 2nd by David Tobey

2. Budget Update Richard Smith
   Budget meeting scheduled for Tuesday, May 6 (8 a.m. – 12/noon) HBC Boardroom.
   Review and categorize request; E-vote with 1 week turnaround.
   Reminder: Enter software into budget system so it can be pulled and added to Tech Plan.

3. General Updates Richard Smith
   Printers: Ikon has been awarded contract to provide printer service, repair and cartridges college-wide. Current Dell units/755s end-of-life in October. Beginning in July units will have Vista operating system. Discussion and concern re: Vista’s compatibility with college-wide software, need to update printer drivers, etc. **After meeting Richard contacted Dell rep and units will be sent with XP and a license for Vista Business.

3. Requests requiring committee approval Richard Smith
   [28 Available Funding = $161,324.39]
   a. Kenmore Refrigerator/RVS, $614 – no one attended meeting to speak on this request so it was tabled. Email sent to Frank Taylor alerting him to procedure.
   b. VCM Track Torch, $3,831 – approved, motion by Jacki Jarzem, 2nd by David Fonken
   c. Pulsar III Suction Blast Cabinet, $7,900 ($400-$500 freight) – approved, motion by David Fonken, 2nd by Jacki Jarzem
   d. Blades for sheet Metal Shear, $1,640 ($1,540 + freight) – approved, motion by David Fonken, 2nd by David Tobey
   e. Stationary Belt Sander, $1,800 – approved, motion by David Fonken, 2nd by Sandy Gaskin

4. Sub-committee on Software
   It was determined by the CWTCOC to set up a sub-committee re: procedures/process for repurposing software that is no longer needed by the department that purchased the software (i.e. Dreamweaver 8). Marcus McGuff (chair), Matt Wilson, Derek Thomas, Jen Weber, James Hawkins, David Tobey (members). Mary Kohls and Gary Weseman to appoint a member from their departments.

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

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<th>May 6 (budget meeting) 8 a.m. – 12/noon</th>
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