College-wide Technology & Capital Outlay Committee
June 13, 2008 http://irt.austincc.edu/committees/cwtcoc/
1:30 p.m. – 3:30 p.m.

Attending: Kathleen Christensen, Herb Coleman, David Fonken, Sandy Gaskin, Ron Johns, Eileen Klein, Soon Merz, Dianne Olla, Steve Self, Gaye Lynn Scott, Mike Shoebroek (for Gary Hampson), Linda Smarzik, Richard Smith, Reed Stoddard, Derek Thomas, David Tobey, Priscilla Wicker, Bill Woodhull

1. Approval of minutes of prior meeting (as posted online) approved, motion by Gaye Lynn Scott, 2nd by David Tobey

2. FY08 Budget Update

3. FY09 Budget Update will be the same as FY08

4. Subcommittee on Lecture Capture/Web Conferencing
A subcommittee comprised of CWTCOC members will review internal needs for lecture capture software which could be used in areas such as the deaf program and also for web conferencing for both faculty and non-faculty areas. The subcommittee will make a recommendation during the fall semester. Herb Coleman, chair; Linda Smarzik, Bill Rainey, Steve Christopher, Jose Milan, Teresa Moore and Erika Domatti-Thomas

5. New Printer System and Inkjet Printers
The printer agreement with Ikon (currently the copier vendor) should go into effect July 14. The agreement covers laser printer toner cartridges and service only. The expense will come from a general college budget. Laser toner cartridges will be ordered using an online form. For laser printer service - Areas without their own tech would call IT first to troubleshoot, and then the IT Tech would contact Ikon. Areas with Techs would have them troubleshoot first before contacting Ikon. Inkjet printer cartridges and service would remain a departmental expense.

It is the charge of CWTCOC to review specs for printers appropriate for college use to replace inkjets with laser printers where appropriate (primarily individual offices). A committee will be formed to review specifications and make recommendations. So far, Herb Coleman, Bill Woodhull, David Tobey and Ava Nelson (purchasing) have volunteered for this project.

6. Requests for replacement equipment requiring committee approval--see attachment(s) [#28 Available Funding = $125,926.19
   a) Software Update for Snapon Solus, Mt2500 & Vantage Pro, $2806.57 - approved, motion by David Fonken, 2nd by Soon Merz
   b) Photo Flash Equipment, $28,554 - approved, motion by Sandy Gaskin, 2nd by Soon Merz (remove from FY09 budget)
   c) Orbital Tube Welder, $28,293 - approved, motion by Sandy Gaskin, 2nd by David Fonken
   d) Gel documentation system, $25,744 - approved, motion by Bill Woodhull, 2nd by David Tobey
   e) UV-visible spectrophotometer w/printer $12,600 - approved, motion by David Tobey, 2nd by Sandy Gaskin

Richard Smith
f) Ventronix Master Tech, software upgrade & new batteries $4593.20 – approved, motion by Soon Merz, 2nd by David Tobey

g) Tektronix TDS 1002 oscilloscope, $1050 – approved, motion by David Tobey, 2nd by Bill Woodhull

General Discussion: Computers ordered from Dell for FY09, will have Windows XP installed (with a license to convert to Windows Vista Business) and will come with Microsoft Office 2007. Departments wishing to convert existing computers to Office 2007 will incur the expense for media and software.

Blackboard 8: Beginning in August, faculty will be able to export from BB version 6 and import to BB version 8. BB6 files will be kept through spring 09 for those faculty not teaching in the fall.

Next Meeting: July 11, 2008 HBC-201 1:30-3:30