Computation Advisory Committee

Meeting Minutes

February 15, 2018

Business Meeting
1. Call meeting to order; seating of substitutes
2. Introduction of Kristen Constant
3. Approvals
   a. Agenda
   b. Minutes from last regular meeting, November 16, 2017
   c. Financial Reports
4. Old Business
5. New Business
   a. Techstarter new proposals
      i. Update on Virtual Dissection Table
   b. Discussion of Library Tech Lending program
   c. Central IT Upgrade Discussion
6. Good of the Order
7. Adjourn

Members Present: Alex Ramirez (chair), Gaylan Scofield (CALS), Lisa Smith (Library), Ozlem Karakaya (Human Sciences), Ty Sandene (Engineering), David Popelka (ITS), Brandon Duxbury (LAS), Matthew Heinrichs (LAS), Javad Norouzi-Nia (Business), Yash Lekhwani (Student Government), Otavio Camargo-Bartalotti (LAS), Austin Viall (Vet Med), Zhengrui Jiang (Business), Monica Brown (CALS), Jonathan Kirner (Design), Niraja Shivalingaiah (GPSS).

Ex-Officio Members Present: Kristen Constant (CIO), Brent Swanson (Library), Amy Ward (CELT).

1. Call meeting to order; seating of substitutes.

2. Introduction of Kristen Constant – Kristen has been the Interim CIO for two months. She said she has two main jobs shepherding the enterprise system, Workday, and overseeing IT operations in general. She is still working on solidifying a vision as she is working on the needs of those on campus. She has had multiple conversations with Deans and administrative leaders and will continue having those conversations. She wants to touch base with those that have
concerns especially around the enterprise software. A couple surveys have been sent out and will be sent out as well. Prior to this role she was the chair in Material Science and Engineering. Jonathan Kirner asked Kristen what the outlook was on the transitioning to Workday. Kristen said the original target was July 1st to December 31st of this year. It’s likely that target will not be hit. IT is making a comprehensive review of what it will take and next week will provide Wendy with an update on what would be an appropriate “go live” date. She said that every month that it is delayed, it is costly so want to do it as quickly and efficiently as they can.

3. Approvals
   a. Motion to approve agenda – Monica Brown moved to approve the agenda, Matthew Heinrichs seconded. Motion passed.
   b. Motion was made to approve minutes from last meeting, November 16th, 2017. Otavio Camargo-Bartalotti moved to approve the minutes, Monica seconded. Motion passed.
   c. Financial Reports - Brent Swanson mentioned he had transferred $220,000 from the College Pool to the colleges based on SCH data. He said the total amount received for FY ’18 should exceed $10 million but will be down a bit from FY ’17 due to decreased enrollment. For the Central Pool he mentioned that there were a couple line items where funds have not been taken from yet but should in the next couple months. He also noted that the funds for the Pearson/Ross Hall renovation projects had finally been moved by FP&M. There are also two Techstarter Initiatives that funding has not been spent from that he is monitoring as well, Vet Med Learning Environment and the Miller LiveArc Welding project.

4. Old Business – There was no old business

5. New Business
   a. Techstarter New Proposals – A proposal for the product Grammarly had been submitted to Techstarter, which the committee took up a discussion on. Ozlem Karakaya said she’d appreciate if Iowa State could purchase this product. Yash Lekhwani asked if we were voting on this today with Alex Ramirez answering that we were just discussing whether to move this on and worth exploring. Yash stated that he uses the product a lot and that it is very beneficial to him. Ozlem said that although there are writing centers on campus they are sometimes very busy and this product helps during those times. David Popelka mentioned that we would need to be aware that if this product is over $50,000 we may need to have Procurement put this out for bid with other companies possibly offering a similar product as well. Otavio Camargo-Bartalotti asked if it was better than just using Word and doing a spellcheck. Javad Norouzi-Nia replied that it was not comparable and that it is much better. He said he paid $69/yr for a license and that is was very useful. Austin mentioned that he thought we had possibly discussed a product similar to this in a previous CAC meeting. Lisa Smith further mentioned that if this did not go through, she could see the Library looking at this product. David said that something like this would typically be put through a general funding request. Alex said that we could give it a one year trial run to see how it goes. Gaylan Scofield posed the question to students that have
used it if they felt they were reliant on it or if they were learning structure and mechanics behind the changes. Javad replied that he felt he had learned a lot from using it. Austin mentioned that the software can be trained for scientific writing as well and that it can be customized for different fields. Alex wrapped it up by saying we would proceed with looking into this further and work with IT to make sure that it met their requirements.

i. Update on Virtual Dissection Table – Alex said that he had checked in Vet Med and the challenge right now is finding available space there in addition to the fact that it would limit access. David mentioned the Student Technology Center as a possibility with Alex adding that we will continue to keep this topic in the back of our minds. Otavio asked if the main issue was space with Alex said one is the location and the other being identifying the educational value.

b. Discussion of Library Tech Lending Program – Lisa had mentioned that the committee approved the initiative for the purchase of laptops in November. She said there still have been groups interested in checking out laptops. One example was the Lego League needed 7 ipads. For them the Library had retained laptops past the cycle date which they lent out but in the future she asked how should these be handled? She further mentioned another example of clubs (i.e. Taekwondo) wanting to check out laptops. David said that these instances, especially Lego League, the clubs are sort of in a recruiting mode. It could be possible that Admissions or the recruiting side of Iowa State would be able to get some funding. Amy added that looking long term, this might be something the Student Innovation Center could look at. Yash said the Student Activity Center could be another possibility. Alex said the committee would need to continue to look into to find out more.

c. Central IT Upgrade Discussion – David said there are about 200 general classrooms on campus. Currently, there is no scheduled overall plan to refurbish these classrooms. IT receives about $250,000 to refurbish but that money does not go far with the fact that it costs roughly $50,000 to completely upgrade a classroom. Some colleges take it upon themselves to do these. IT has created a standard approach for equipment. Gaylan asked what is all in the equipment standard to which David replied that it was 2 laser projectors, a large screen, one laptop with multiple interfaces, wireless technology, and Solstice. There is also a standard digital touchpad with control using Extron switching. Monica Brown said speaking from experience it would be good to upgrades rooms before they become an issue. Otavio asked how many hours of work would IT need to catalog all the issues. David said that Katie Baumgarn at FP&M would be a good asset. Gaylan said that it would be nice to be able to walk into any classroom and be able to start the technology right up. David said the biggest impact would be to do the auditoriums. Monica felt that the big auditoriums seem to have the least problems and that it was the small classrooms where she saw the most issues. David said right now this is just a concept that needs studying and between now and the next meeting he could meet with Katie to see what are 10 to 20 rooms she sees as having the most problems. Alex said that more info would be gathered and reported back to the committee. Amy asked if
there would be a request for wireless this year with David responding that there would not be.

6. Good of the Order

7. Motion to Adjourn

Brent Swanson
Library Ex Officio