

MEETING MINUTES

FACILITIES, SUPPORT SERVICES AND TECHNOLOGY COMMITTEE

November 27th, 2019

1:30-3:00

1339 FAB

PRESENT:

CHAIR: Robert Reynolds (CSC, ENG)

**MEMBERS: Richard Dogan (ACCESS, ACAD. AFFRS); Christine Knapp
CMLLC, LAS)**

**ABSENT WITH NOTICE: Timothy Bowman (SIS, LIBR); Leah Celebi
(MUSIC, FPCA); Ekrem Murat (I.E., ENGG); T.R. Reddy (BMI, MED); Jeffrey
Withey (BMI, MED)**

ABSENT WITHOUT NOTICE: Fayette Keys (S W); Sean Peters (Athletics)

**LIAISONS: Ryane Brown (S.S.); Melissa Crabtree (SUB) for Daren Hubbard
(ADMIN)**

**ABSENT WITH NOTICE: : Victoria Dallas (PC); Mary Paquette-Abt (MUSIC,
FPCA, UPTF); Michael Samson (AAUP-AFT)**

MEETING NOTES:

- 1. Minutes for October were approved.**
- 2. Melissa Crabtree, Senior Director, Desk Top Technology and Customer Service, spoke on current and future classroom technology needs.**
October 1st Libraries IT moved to C and IT.
Focus on planning for Class Room Space and Technology allocation.
One year to organize plans with respect to Master Plan.

Fall 2020 is set.

\$40,000 budget for renovation of classroom technology.

Core Team (IT, OTL, and Facilities).

18 people including 4 IT, 4 support, and 10 students.

Will request Faculty Senate Input (6 individuals).

Over 300 general purpose classrooms to be scheduled and maintained.

Issues include:

Echo 360 presence in classrooms.

Multi-media carts.

WiFi access.

Security issues.

Ticketing system for rooms at high demand times.

Less usage on Friday-Saturday, and M-Th after 3:00.

Incentivization for use at off-hour times.

Target resources that are over 10 years old.

Replace with systems less than 4 years old.

3. Next and Future Meetings.

December 18, 2019.

January 15, 2020.

February 19, 2020.

March 18, 2020.

April 15, 2020.

**Best regards,
Bob Reynolds
Chair FSST
Professor
Computer Science
College of Engineering.**