Information Technology Committee Meeting  
May 6, 2013  
Held Electronically  

Present: Steven Sachs, Mark Beattie, April DeLaRosa, Randolph Fournier, William Gary, Bruce Ghofrany, Sam Hill, Jennifer Lerner, Bernard Schmidt, Allen Sinner, Angela Terry  

Dr. Sachs commented that today’s agenda would be to review the College technology plan budget for FY14, to talk about P-14 funding, and to discuss printers.  

The College technology plan is due in Richmond July 1. Dr. Sachs opened for questions before explaining the few changes to the draft since last meeting. There were no beginning questions.  

- The annual equipment refresh has increased dramatically from last year’s allotment. Dr. Sachs explained that there were several years of higher purchases of equipment. That equipment is now due for replacement.  
- Cisco which was able to be prepaid in previous years is now due for renewal.  
- Not enough electricity was provided in Fairfax Administration building 4, so an addition amount is being added to take care of possible problems in the coming year.  
- There is increased needs to audit software installation on college computers. The VCCS has been working to find software that will allow us to do that, but presently unable to find an effective method. Additional funds were added to that category to be able to take care of it in order to comply with various audits.  

The draft College Technology Plan was approved by the Committee for forwarding to the Administrative Council. Dr. Sachs also agreed to discuss with campus IT, their possible need to include polarizing screens on computers in labs that test, or where there is a need for privacy, for including them in next years’ computer standards.  

P-14 funding is a part of all campus technology plans to support keeping the open computer labs available on evenings and weekends. Dr. Sachs explained the background on the decision to provide some funding for this from the technology plan. Past ITC’s have limited the amount of the campus technology funds that could be spent on P14 salaries to prevent all of the money going to personnel with none available for actually technology. There was a general discussion about whether this practice should be changed to allow more of the campus technology funds to be allocated to personnel, or to leave as is. The committee decided to leave the limitation on campus technology plan funds for P14s at the current levels. The committee also approved the proposed allocation of campus technology funds by FTES.  

A discussion was held on the subject of printers. We currently have over 1,400 printers College wide. The numbers are increasing yearly. There was development of a college-wide plan several years ago to implement central multi-function copiers, printer, and scanners to reduce the number of individual printers and help cut costs. Dr. Hill suggested having a company come in to survey our costs and printing needs. There was discussion regarding making a recommendation that each campus review its
printing needs and costs to determine whether a different approach should be taken going forward. Dr. Sachs crafted a recommendation to make to campuses and administrative units. The committee approved the recommendation he developed as follows:

“The ITC recommends that every campus and administrative unit do a review of printer and copying to determine appropriate strategies, best practices, and identify relative costs. The study should take into account the unique needs of faculty as well as overall administrative printing. Copying and printing should be considered as separate functions, though a solution may find that combining the hardware into a single unit makes sense. The VP for IIT will identify firms that can assist the campus with these studies”.

Other items? Someone asked if there were any plans to set up the ability to print from iPads, etc.? Dr. Sachs stated that at present the recommendation is to use a cloud service. Allen Sinner commented that Auxiliary Services is also studying an option.

Dr. Sachs adjourned the meeting. There will not be another meeting this FY unless something comes up that cannot be handled by email.