

Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	April 15, 2014
Time	11 am to 12:15 pm
Location	210 Ford
Attending	Brigid Beaubien, Colin Blakely, Rita Bullard, Jim Carroll, Deb de Laski-Smith, Tara Fulton, Sandra Hines, Chris Karshin, Don Keller, Patrick Koehn, Marianne Laporte, Sandy Norton, Eric Owen, Carl Powell, Shawn Quilter, Mary Vielhaber, Fraya Wagner-Marsh
Absent	Bob Densic, John Donegan

Meeting convened by Jim Carroll at 11:04 am

I. Agenda approved

- Moved by Don Keller, seconded by Patrick Koehn, approved unanimously

II. Review and approval of March 18, 2014 meeting minutes

- Moved by Tara Fulton, seconded by Sandy Hines, approved 12 yes, 0 no, 3 abstention

III. Facilities Projects

a. Ongoing Campus Projects

- No report, Bob Densic unavailable

b. Capital Funding – Capital Projects Scoring Summary

- Jim Carroll provided the 5 Capital projects for FY15
 - St Joe Simulation Center and Cadaver Center for the PA Program
 - Lower level Rackham, Warner updates may be part of Rackham project
 - Wise Hall
 - IT Wireless upgrades
 - Classroom Technology
- All projects above equal \$10M, and that only includes the Academic & Student Affairs projects
- Strong funding update: waiting for governor and legislature if funding

c. IT Projects

- Carl Powell distributed handout outlining Wireless, VoIP, Classroom Technology and Google Apps status
- Wireless
 - Most wireless in academic spaces done
 - This summer; Sculpture Studio, Hill, Hoyt, and Pittman (the Towers), and King
- VoIP
 - Remaining VoIP will be FY17
- Google Apps and Other Services for Students
 - Adding Print Pick-Up Stations in Halle and Pray-Harold in Fall 2014
 - Google apps for Education – all students will be migrated by June 2014
 - Emich.edu email address remains
- Additional IT Items of Interest – Summer 2014 Changes
 - Banner upgrade
 - Zimbra upgrade; drop-down menus, activity streams to filter/manage inbox, calendar enhancements, improved search function
 - Google Apps conversion
 - my.emich portal upgrade, changing from Sungard (too many restrictions) to Liferay (more flexible and allows customization)

IV. Computer Refresh Policy

- Eric distributed the CPR documents
 - New EEFC Lab Refresh List W2014
 - EEFC Computer Lab % Distribution and Allocation
 - EEFC Computer Lab Refresh Comparison Old List -> New List W2014
- New list is 18% reduction in labs from 1124 to 921, which is a reduction of 324, for a new 6.61 year refresh cycle
- Funds distributed to colleges, looking for way to carry funds over from FY to FY until ready to refresh
- IT only supports specific makes/models of machines, if others purchased, may not be supported by IT.
- Jim working on process for carry over of funds, creating D accounts
- Should every college get a minimum of \$10K? Others would only lose \$500 to increase CHHS to \$10K and able to refresh more often. Current list has a 6.61 year refresh cycle. Keep as calculated.
- IT will provide the deadlines for placing bulk order for lab machines.
- Motion to accept the New EEFC Lab Refresh List W2014 and EEFC Computer Lab % Distribution and Allocation as presented
 - Moved by Fraya Wagner-Marsh, seconded by Don Keller, approved: 12 yes, 1 no, 0 abstention

V. Classroom Technology

a. FY16 building recommendations

- Do physical classroom inventory in every building prior to upgrade
- Roughly even split of 86 buildings (2 Sculpture Studio classrooms added)
- Very little variation in equipment from classrooms year-to-year. This summer using identical equipment to last year
- Would like all "Art" buildings updated at same time
- Motion to approve Sill, Sherzer, Briggs, Ford and Sculpture Studio for Classroom Technology upgrades for FY16, and Quirk, Warner, Olds/Rob, Boone, Psych Clinic and Halle for Classroom Technology upgrades for FY17
 - Moved Don Keller, seconded by Brigid Beaubien, approved unanimously

b. Prepare for FY14/15 and Summer 2014

- Faculty & staff in buildings very helpful. Bill Shell working with faculty & staff, preparing documentation
- Peggy Liggitt will run department training sessions at the FDC

VI. Other agenda items

- Faculty Co-Chair nomination and election at April meeting
 - Jim called for nominations
 - Patrick Koehn submitted name, will be Faculty Co-Chair AY 2014-2015

VII. Adjourn

- Meeting adjourned at 12:08 pm

Winter Term Meeting Schedule/Locations:

~~Tuesday, January 14 – 11:00 am to 12:15 pm – 205 Welch~~

~~Thursday, February 20 – 11:00 am to 12:15 pm – 162 McKenny~~

~~Tuesday, March 18 – 11:00 am to 12:15 pm – 117 Warner~~

~~Tuesday, April 15 – 11:00 am to 12:15 pm – 210 Ford~~