1. Call to Order
2. Roll Call

|  |  |  |  |
| --- | --- | --- | --- |
| March 19, 2019 | Present | Absent | Excused |
| Director Kangas | **X** |  |  |
| Vice Chair Reed | **X** |  |  |
| Senator Samudrala | **X** |  |  |
| Senator O’Leske | **x** |  |  |
| Advisor Traxler | **X** |  |  |
| Advisor Dunbar | **X** |  |  |
| Advisor Richartz | **X** |  |  |

1. Open Forum
	1. Sue Traxler – Strategic Planning Group
		1. Communications
		2. Laptop Exchange documentation
		3. Survey will be sent out in the spring
		4. Instructions about setting up the laptop
		5. Find a way to make the students stay at the helpdesk
		6. Software was pushed out differently
		7. Problem will go away soon as the image changes
		8. The Juniors went from the old way to the new way
		9. The sophomores have old images, so they don’t have to deal yet
		10. The freshman are setup with the new image and don’t
		11. Waiting process during laptop rollout
		12. Say why the information is needed like “How the laptop will blow up if you don’t select Organization”
		13. In June incoming freshman will get their laptop, setup, and sign up for classes.
		14. Registration and Orientation maybe needs another 10 minutes
		15. Students are not sure what software they are going to need 2 months before their classes start.
		16. Asking major
		17. Textbooks are on Access Stout – Why not software needed
		18. Navigate also has a link to textbooks. This is used for freshman, soon everyone.
		19. Add 15 seconds to the video loop explaining software
		20. Be playful about how the students may mess up their laptop setup.
	2. DUO
		1. 2019 Student employees
		2. 2020 Thanksgiving DUO will be rolled out
		3. IT Leadership meeting
		4. Orientation in June, we may setup them then
		5. Res Hall students (Year 1 and 2) Use springterm as an opportunity to sign people up.
		6. Rolling deadline for the different years of students
		7. Registration hold on student accounts
		8. What should we revoke from the students
			* Canvas
			* Account Hold
			* CONNECT (Barrier to adoption)
			* Housing Gateway
			* Countdown (Like the password expiration popup)
			* Transparent & Fair
			* Smaller Groups
		9. Positive Reinforcement
		10. The Why?
			* Phishing scam higher risk
			* Every Security Instance (90 percent)
		11. We must have a good argument in making it mandatory. Making it seem worth their while.
		12. The REAL EMAILS look like phishing emails
		13. 1098-T form looks like a phishing email
		14. Campaign Phishing is an unsolicited email
			* Campaign about email being spooky and not clicking links
2. Approval of the Minutes
3. Unfinished Business
	1. Disability Services Tech Fee Proposal
		1. Table this issue for one meeting
4. New Business
	1. Campus Print Management
		1. Housing is interested (They met with UWEC, they are using Papercut)
		2. Every other UW System school uses Pharos/Papercut
		3. 10 printers will initially be setup with PaperCut
		4. Few hundred dollars annually to license PaperCut
		5. We pay a maintenance fee for each print. EO Johnson does all upkeep on the printers including paper and toner and repairs.
		6. Suggestions: Put two printers in two public places. Students paying to print would cover the yearly cost.
		7. Printers may need to be replaced every 7 years, each printer may be about 10K.
		8. Papercut would be licensed for 5 years.
		9. 2 cents per page is the cost to the students
		10. Cost per page could be increased
		11. MFD Multifunction Device
		12. The cost to the Tech fee would be the initial asset (MFD) and the software cost of PaperCut.
		13. Should we project student costs over 7 years to totally cover the initial ass cost.
		14. We have GoPrint at the library right now
		15. Baseline Plus and Flexline will be charged
		16. Maybe a student would be allowed a certain number of prints per semester called a HOUSING PRINTING ACCOUNT with a certain amount of credits.
		17. There are some people who print a huge amount and some students who don’t print very much at all.
		18. McCalamont users got free laundry because of extended construction work. The limit was $1000.
		19. It doesn’t have to have a cap; housing doesn’t want to cap prints.
		20. There is a certain number where you are taking advantage of the system. We can track these numbers each week.
		21. Per class may give a certain amount of printing.
		22. Traffic patterns of the MSC to strategy plan where to place the printers to create more traffic in certain areas.
			* Perhaps by the vending machines across from Huffs Lounge
		23. We need to create a way to let different groups of people use different funding streams (ex. Housing student, organization leader)
		24. GoPrint is a competitor solution, we would transition away from that software.
		25. We must talk to each building manager about matching funds for these printers
		26. The person in housing doesn’t have to buy toner or look at the printer, this reduces labor cost.
		27. The printer locations may change
	2. Callout for Proposals
5. Announcements
6. Adjourn