



University Senate Technology Committee  
November 2, 2020, 2:00-2:55pm  
Virtual Meeting – Teams

Present: Ellen Mahaffy (A&S), Chip Eckardt (LTS/USA), David Nesvacil (BUS/USA),  
Kate Kim (UF, BUS), Pedro Sottile (UF, BUS), Brett Swanson (US)

Guests: Craig Ernst (LTS), Jill Markgraf (Library), Brenda Randall (LTS)

Meeting convened at 2:00PM.

## 1. Approval of October 5, 2020 meeting minutes.

- Eckhardt -first move, Brett Swanson- second. Minutes approved.

## 2. Laptop policy

a. Discussed the meeting with the Provost

- Provost showed interests about the laptop policy initiatives as well as had some questions regarding student fees and cost estimations

b. Discussed how to estimate costs related to the initiatives

- Eckardt and Ernst will reach out to UW-Stout to get some basic information and numbers to estimate costs.

c. Discussed what other things students may consider other than student fees

- Swanson will check out if a previous survey included questions related to the laptop policy initiatives.
- Mahaffy and Swanson will develop a survey for review in a next meeting and plan to send out the student senate to receive student feedbacks on these initiatives. (survey contents may include how students feel about this initiative, if value-added services are included, how much they are willing to pay for it).
- Swanson mentioned that students may want to know some cost estimates before they vote this initiatives.

d. Discussed some context questions related to the laptop policy.

If we adopt the laptop policy, is it possible to remove the physical lops on campus

- UW-Stout removed physical lops and changed the spaces as a coffee shop where student can use laptops.
- Students may need some references to exercise and show them some convenience on this initiative.

## Updates from Student Senate ITC (Brett Swanson)

- a. Swanson introduced himself (a new member)
- b. Swanson updated the student senate resolution of the issues related to Respondus LockDown Browser license that was purchased and implemented to proctor exams.
- c. Sottile shared some issues that he encountered related to this new feature to Swanson.

## Updates from Library (Jill Markgraf)

- a. Library checked out laptop inventory – 20 laptops are usually available at any given time. They try to hold out many laptops as many as possible to prepare for high demand from students.



- b. Shared with the committee the list of student equipment checkout available only for students. Equipment includes smart keyboards, digital projectors, iPads, video cameras and so on.
- c. Library has launched Digital Studio this semester. This is currently closed for the safety reason. This will be a space with equipment for recording video, audio, music and so on.

## Updates from LTS

No updates.

## Other Business

- a. Questions related to preparedness for possible all online after Thanksgiving. Library would plan to do what they did during the shut-down in the spring semester.
    - Library everywhere (online services)
    - Curbside pickup and checkout
    - Due dates for returning items would be extended (They already eliminated fines)
    - Prepare for the laptop inventory for high demand – total collection of laptops is around 150-160.
- LTS provide virtual laps to be able to connect physical laps. With an anticipation of the high volume of the request, they may need to work on major change to address the limited resources for entire students.
- It software programs are distributed through virtual laps, one of the biggest concerns was related to license costs of software programs. Last semester, Adobe gave for free license distributions in the limited period during the spring semester. If they do this again, it will help to reduce costs related to the licenses. – currently 600 undergraduates are using Adobe products.

**2:55pm meeting adjourned.**