

Student Fee Advisory Committee

March 1, 2019
Meeting Minutes

Present: Auzzsa Eaton, Connor Strobel, Dashay Richmond, Gabrielle Escobedo, Judy Zhu, Marcelle Hayashida, Sanjanaa Ellur, Taariq Elmahadi, Annie Le, Bryan Vo (winter quarter proxy for Travis Abshire), Taariq Elmahadi

Absent: Michelle Chan (excused), Amy Shine (excused) Teresa Gaspar

Absent: Karen Mizumoto, Jonathan Saucedo

1. Meeting called to order.
2. Minutes from 2/22/19 were approved.
3. Proposed Campus-Based Fee Referendum Language Review
 - a. The Graduate Student Food Insecurity Relief
 - i. Discussion:
 1. Ask Student Government to define “sunset” similarly to what was included in the referenda from last year.
 2. Connor said that most graduate students do not pay summer fees; Karen clarified only students who are registered and enrolled in classes will be assessed fee during the summer.
 3. In the event the undergraduate food pantry fee is not renewed and sunsets, the language, “solely for graduate students” is meant to clarify the graduate student food pantry fee will continue to provide funding for graduate food insecurity and the Basic Needs Hub will find other funds to support undergraduate food pantry resources.
 4. Change the last sentence to read, “.....solely for graduate students. Undergraduate.....”
 5. Auzzsa expressed concerns that there is no guarantee undergraduates will not be using the services that are only for graduate students who are paying the fee. Sanjanaa pointed out that is why language is included that the Basic Needs Hub will secure other funds to support the undergraduate students in the event the undergraduate fee sunsets.
 - ii. Vote to approve changes to referendum: 9 yes, 0 no, 0 abstain
 - iii. Karen will notify Student Government of the results of the vote and with the revisions to the ballot language.
4. ETIAC Updates. Auzzsa provided an update on the proposed projects to be funded by eTech fee revenue (handouts will be made available by OIT and will be uploaded to Dropbox).

- i. GradeScope funded by eTech revenue and ICS, since ICS are the biggest users.
- ii. OIT is looking to hire staff support for one year (through 2020) to support faculty during the final transition to Canvas.
- iii. The campus is looking into multi-year licensing for Matlab to lock in a fixed price rather than paying for cost increases each year.
- iv. Humanities computers labs are being updated, HH269 specifically; this request has been moved to a higher a priority because of heavy undergraduate use. Its main uses are for language courses and Adobe Illustrator software.
- v. Classroom Refresh Upgrades (~\$480k):
 - 1. New laser projectors in 30 classrooms (SE2, Steinhaus Hall, Social Science Lab)
 - 2. Classroom technology backend upgrade: new touch panels, switchers, and controllers.
 - 3. 45 Mersive Solstice wireless display deployment; purchase maintenance for four years.
 - 4. 16 additional wireless rechargeable microphones.
 - 5. 25 Vivotek cameras in classrooms.
 - 6. 30 Dell computers and touch panel monitors; four-year refresh cycle.
 - 7. 20 Apple TV and 10 Google Chromecast devices
 - 8. 2 YuJa capture boxes for lecture capture recordings.
- vi. Instructional Labs Proposal (~\$165k)
 - 1. Five-year refresh for Gateway Study Commons PC computers (67 in service plus three for spare/testing).
 - 2. Student Center iOS Apple iMacs (20 in service, plus two for spare/testing).
 - 3. Adobe Creative Cloud Licensing for ILS Lab macs (50 seats)
- vii. Network Improvements ~(\$139k)
 - 1. Methods to determine which areas will be part of the Wifi access update: student survey on network use; age; critically assigned score (1 to 5, with 5 being the highest); future needs.
 - 2. Requirements: keep density ratio of 1 access point (AP) to 30 seats; remedy problem areas of Wifi interference; wireless projection performance needs.
- viii. Updates to Libraries and CSTA
 - 1. High-end Wifi need---approx. 600k visitors in Science Library and 800k visitors in Langson Library mostly undergraduates.
 - 2. Library network proposals to replace end-of-life access points and extend coverage density for all six floors in the Science Library (~\$102k) and all five floors, plus the basement in Langson Library (~\$49k).
 - 3. Claire Trevor School of the Arts network proposal to upgrade wireless dead zones and establish coverage in Music & Media building, Drama building, Sculpture Studio and Art Culture &

Technology building (~\$38k); approximately 2,000, or 10% undergrad usage. Partial funding targeted for tech buildings?

- ix. YuJa – Lecture Capture: After year-long deployment, continue YuJa annual licensing agreement as of July 1 (\$47k) for 31k licenses, unlimited streaming, unlimited support, auto-captioning minutes enhancement and 2 TB media storage enhancement.
 - x. Connect Small Group Active Learning Spaces in the Libraries: Cost sharing with Libraries (6%); eTech portion of cost share = 94%, or approximately \$21k. There will be two rooms in Langson and eight in the Science Library.
 - xi. 10 minute problem of professors having to set up lecture recording after previous classes have concluded will resolved by expanding the number of remote hardware hubs to support the remaining major campus lecture halls (~\$26k)
 - xii. Mini Grants (~\$10k) for faculty and students who are piloting and evaluating emerging educational technologies.
 - xiii. Poll Everywhere Pilot (~\$11k) allows for interactive, two-way conversations during lectures/presentations
- b. Keystroke Security Issues
- i. OIT will be sending out a campus communication about a keystroke device found attached to a keyboard in one of the classrooms with a lectern computer. The device was connected to the keyboard cable and inserted into the keyboard port to record keystrokes. Faculty using this lectern computer have been advised about this cybersecurity breach and OIT has been checking and monitoring other classroom keyboards and computers. OIT suggest faculty and staff use MFA when signing on to campus networks.

5. Chair Updates

- a. CARE is currently being funded from a grant that will depleted.
 - i. Discussion:
 1. UCOP sees the funds they provided as seed funding and expects the campuses to provide the ongoing funding.
 2. The phrase “The campus has not met the expectation to allocate permanent funding” should be used instead of the campus being “non-compliant” because CARE is compliant with all regulations.
 3. It was questioned why student fee revenue is supporting staff and faculty services.
 4. There should be permanent funding for CARE advocates.
 5. What is % of CARE clients are staff and faculty versus students?
- b. ProctorU:
 - i. There are three types of online proctoring services offered by ProctorU: 1) fully automated; 2) semi-automated; and 3) live-in-person proctoring.
 - ii. Discussion:

1. Tests are a large percentage of grade (70-80%) Auzzsa expressed concerns that when online proctoring is mandatory, students are paying twice for an instructional cost that should be covered by tuition. An additional fee paid by students who request to take exams on line for the convenience may be appropriate.
2. Professors who teach courses that have standard tests for all sections for each course and/or who have large class sizes struggle to schedule proctors or find large enough classrooms to accommodate all students taking the exams, so ProctorU has become mandatory for some classes.

6. Meeting adjourned.