

CFT Meeting Minutes  
11/9/2006 118 Shepardson  
3:10 – 5:00 PM

In attendance were: Melody Orso, Susan Deines, and Kara Leach (CVMBS); Jon Schroth and Stefanie Nelson (Business); Mike Brake and Haley Richards (CASA); Ed Peyronnin and Tamla Blunt (AgSci); Robin McGee (WCNR); Laura Streit (BFS); Sally Hibbitt (CTSS); Jim Cox (CNS); Mark Ritschard (Engineering); James Lyall (CAHS); David Thilmany (LibArts); Pat Burns and Scott Baily (ACNS); and Loren Roberts, Jeff Brady, Kelli Whaley and Jeff Garcia from Hewlett Packard.)

Laura Streit reported that the aggregate year-end fund balance was \$166,925 (about 5%), which is about 23% higher than the predicted carry-over amount specified in the annual report. Overall, this is substantially better than the year-end fund balance for FY05.

No recommendations for changes to the manual were made when that item came up on the agenda. However, during the discussion with HP, it was decided to replace occurrences of “printers” with “imaging devices” on allowable uses of funds, and to remove copiers, etc. from the list of non-allowable uses of funds. Burns will draft that change and circulate for review.

Baily summarized the FY05 CFT report. Expense categories changed slightly in value, though the relative ranking of categories remains fairly constant year to year. Only CAHS and LibArts raised their fee for the current year (FY07). Colleges anticipating a fee increase in FY08 must let Pat Burns know by early January, 2007 in order to get these requests queued up for approval.

Burns reported on a request by CSU students for each college to submit a proposal for a project that could use University Facility Fee (UFF), University Technology Fee (UTF), and Charges for Technology (CFT) money collectively. An example would be remodeling a computer classroom that would include power and data outlets for each seat and classroom technology such as projectors. Other projects may be valid as well – students should be part of the proposal process.

Sally Hibbitt reported on a presentation given by Sonic Foundry, who offers a device capable of recording audio, video, and computer output (powerpoint slides, etc.). The content can be indexed, searched, etc. The college of Business already uses this device, and CAHS is considering it. Discussion followed regarding the applicability of offering this type of service centrally. Recommendation to consider proposing this technology to the UTFAB.

Hewlett Packard representatives presented solutions for managing printing more closely in order to control the cost of consumables (paper, ink, toner, etc.). Several colleges already have a solution for print quotas. The colleges stated that they were satisfied with their existing solutions for this activity.

The idea of including copying and scanning (with the electronic image emailed to the user) was discussed. Possible conflicts with the RamCopy and RamPrint programs were raised as issues. ACNS will explore this further.

HP reps will be happy to discuss opportunities with the colleges at a later date. HP also mentioned a program where faculty-staff payroll deductions made to fund technology purchases will be matched 3:1 by Hewlett Packard.

The meeting adjourned approximately 4:40 PM.