MINUTES OF THE ACADEMIC INFORMATION TECHNOLOGY
OF THE ACADEMIC SENATE
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October 4, 2021

Members Present: B. Auernheimer, H. Cecotti (CSM), M Doyle (Library), A. Jacobs (CSB), J. Pickering (COSS), A Mulhern (CAH), P. De Walt (KCEHD), W. Na (LCOE), R Guinn (I-CIO), A. Nambiar (JCAST), M. Bach, B. Berrett

Meeting called to order at 12.00pm by H. Cecotti

Meeting with Glen Hunt to discuss about the laptop refreshment process.

List of available options
List of pros/cons

Options did not change much (MacBook Pro for Apple, Dell Latitude laptop which has then switched to Microsoft Service Book (due to Rudy Sanchez)). It was a way to bridge the gap between the Discovery program and the laptop program, with one device serving both needs

New hires in June 2021: back to latitude laptops
Issues with the service of the MS laptops

2.3% for problems with Microsoft, it is better going back to Dell.

Issue with docks: Dell wireless mouse/keyboard + bluetooth.

Update with the last refreshment: May 2020.

Cost saving aspect with Latitude Dell: no need of docking station

Reducing the footprint of people desktop

Cut budget permanently:
more responsible with the money
Memory: 16 Go of RAM
Screen size: 14 inch, judged as the best tradeoff

Dell: thin laptop, only 13 inches for the screen
There are different possibilities: 14/16 inch; 13/16 inch

Faculty laptop exception program
To keep numbers as low as possible

Dean Council: problem to request different laptops.

To take this decision when it's time to refresh.

Exemption policy for the laptop.
Other laptops go back to the library
$1400 + additional funding to pay the complement for the laptop

It must meet the teaching requirement in the classroom, it should not serve research or other uses.

Aldea: equity issue about people who know the program exists and those who do not know

Part of the people who need it vs Part of the people who do not need it
Initially 4-5% for the exception

Possibility to use funding from department or college money to change the specification of the laptop.

Basic needs: to project, increase the memory …
Robert: Exception process: 4 years old (relatively new), there is the room for improvement

Discipline, instructors requiring more computing power such as to show live examples in the classroom. The needs are different depending on the disciplines, the type of software being used.

Problem with the logistic, to know who is in the list, who is not
How to manage all the exceptions? It costs human resources to manages all the different special cases.

Check with faculty affair, Discussion with Dean, Startup fund, …to determine the specification of the laptops.

Need to check with the deans and the provost about how to decide the computational needs

Meetings FLP: around 3 meetings per years