IT Operational Oversight Committee

Establish Oversight Committee for Student Computing Labs

October 2011

Project Title—Establish Oversight Committee for Student Computing Labs.

Project Team—

- Melissa Exum, Vice President for Student Affairs
- Julie Kercher-Updike, Assistant Vice President, IT Customer Relations
- James Mullins, Dean of Libraries
- Nick Robison, Purdue Student Government
- Michael Smith, Associate Professor History
- Mitchell Springer, Associate Professor Organizational Leadership and Supervision

Executive Summary—With so many student computing labs and associated computers deployed on the West Lafayette campus, Purdue makes a significant investment estimated in the millions of dollars annually to supply, manage, and upgrade these labs, both centrally and at the unit levels. Create a standing committee composed of faculty, staff, and students to provide periodic direction to the University regarding student computing laboratory issues. This campus-wide student computing lab oversight advisory council is charged to examine issues in the context and scope of all computing labs used at Purdue. They would be charged with the responsibility to review student computing laboratories on campus and to report and make recommendations to the Provost and EVP&T.

Alternatives Considered—N/A

Recommendation(s)—Charter a committee to:

1. Define and document the mission of computing labs for the West Lafayette campus.
2. Foster innovation and making recommendations for university instructional computing directions;
3. Oversee an overall plan that addresses the changing needs of instructors or students, emerging technologies, best management practices, the respective roles of ITaP and the academic units, funding, or space within these labs.
4. Plan for future student computing lab growth and consolidation. Participate in planning projects for new construction, re-design, and demolition to determine impact of computing labs to insure appropriate balance and alignment with Purdue’s strategic and campus IT plans.
5. Make recommendations for the distribution of instructional computing technology funding, determining the respective roles of the central administration v. the academic units in the funding and management of student computing labs;
6. Make recommendations on all funding request for changes to the computing lab footprint based on support for stated goals, sustainability, and alignment with Purdue’s strategic and campus IT plans.
7. Evaluate the impact and benefit of instructional computing funds used to support student computing labs, instructional technologies and paradigms;
8. Assess how student labs and resources are shared among academic and administrative groups and make recommendations based on findings; and to
9. Represent key stakeholders and constituents.
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Impact Assessment (if known)

Key stakeholders – Students, faculty, IT organizations

Impact on stakeholders – Provost, Libraries, Academic Colleges/Schools, Academic and Administrative IT, Student Services, Faculty, Students

Identify assumptions – An on-going committee will be established according to the attached charter.

Risks associated with the recommendation – Lack of ownership

Identify organizational units responsible for implementation – IT Operational Oversight Committee

Timeline – Identify and get commitment from committee members in November & December 2011. First committee meeting targeted for January 2012.

Cost Savings – $610K savings has been identified to date by implementing recommendations of the MORT Lab report of 2010. An additional $100K was identified as savings which is yet to be realized in 2011-12.

Resource Requirements – N/A
## Campus IT Plan
### Instructional Lab Recommendation Update September 2011

<table>
<thead>
<tr>
<th>#</th>
<th>Action Description</th>
<th>Target Date</th>
<th>Actual Compl. Date</th>
<th>Est. # Seats to Remove</th>
<th>Actual # Seats Removed</th>
<th>Estimated Cost Savings</th>
<th>Actual Cost Savings</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Close the ITaP-managed student computing labs in the ENAD building</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close ENAD 242</td>
<td>May 2011</td>
<td>May 2011</td>
<td>56</td>
<td>56</td>
<td>$30,305</td>
<td>$30,305</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close ENAD 130</td>
<td>May 2012</td>
<td>26</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close ENAD 135</td>
<td>May 2012</td>
<td>42</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close ENAD 138</td>
<td>May 2012</td>
<td>45</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

2. Reduce the number of computers in IAF 201

- Reduce the number of seats from 73 to 50
  - Target Date: June 2012
  - Actual Compl. Date: June 2012
  - Estimated Cost Savings: $5,652
  - Actual Cost Savings: $4,348
  - Comments: Department requests an initial reduction so they can monitor utilization throughout all sporting seasons.

3. Close the ITaP-managed student computing lab in STON B6

- Close STON B6
  - 100% completion date: Dec 2010
  - Actual completion date: Dec 2010
  - Estimated cost savings: $11,900
  - Actual cost savings: $11,900

4. Close the College of Liberal Arts’ student computing lab in BRNG 2208

- Close BRNG 2208
  - 0% completion date: Under Review
  - Estimated cost savings: $12,400

5. Consolidate some of the Engineering student computing labs in ARMS

- ARMS 1261 is a tutorial lab provided by the Minority Engineering Program. It is open to everyone for tutoring and such. I also looked at the usage information that I have over the last year and find that ARMS 2106 (AAE) may need to be re-evaluated and ARMS 2114 (MSE) continues to have relatively low usage. The ARMS 2106 lab seems to have considerable usage that is likely a direct reflection of the increase enrollment that they are seeing. As of August 15, MSE has an interim head. I’ll discuss the usage of 2114 with him.

6. Consolidate HAAS G040 and G056 within the Computer Science Department

- Combining HAAS G040 and G056 into a single student computing lab
  - Estimated cost savings: $5,500

Under Review
## 7. Close the College of Technology's student computing lab in MGL B311B

<table>
<thead>
<tr>
<th>Description</th>
<th>Under Review</th>
<th>Date</th>
<th>Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Close MGL B311B</td>
<td>10</td>
<td>November 2011</td>
<td>2,100</td>
</tr>
</tbody>
</table>

## 8. Review of remaining labs

ITaP reviewed shorter schedules based on lab utilization reduce the number of lab hours offered by 94.

<table>
<thead>
<tr>
<th>Libraries - Shift to ITaP management of most labs.</th>
<th>Closing underutilized labs at 9:00 PM instead of 11:00 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>0% Fall 2011</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

## 9. Pilot Additional Collaborative Student Computing Environments such as SC G073

HFS is rolling out collaborative spaces with large monitors in the halls over the next year.

<table>
<thead>
<tr>
<th>Krannert study Upgrade provides a 46&quot; wide-screen display in each room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liberal Arts - added 25 iPads, and 25 iPods - no additional space required (not sure this is a lab)</td>
</tr>
<tr>
<td>Libraries - The Management &amp; Economics Library renovation has included the creation of a range of collaborative learning spaces and teaching environments, and collaborative capacities (e.g., shared displays) have been added in HIKS.</td>
</tr>
<tr>
<td>Redesign Matthew 116</td>
</tr>
<tr>
<td>0% Spring 2012</td>
</tr>
</tbody>
</table>

## 10. Review and reduce the annual Provost’s Program for Instructional Equipment allocation

<table>
<thead>
<tr>
<th>Reduce the Provost’s Instructional Equipment Program by $222,000</th>
<th>Reduce ITaP allocation for Computing Lab support by $278,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% 2011</td>
<td>222,000</td>
</tr>
</tbody>
</table>

## 11. Establish on-going Lab Oversight Committee

OOC Committee will make a recommendation in October

## 12. Other initiatives above and beyond task for recommendation

<table>
<thead>
<tr>
<th>KRANNERT - closed KRAN lab 202</th>
<th>KRANNERT - KTCR study room - removed 10 computers</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% 2011</td>
<td>26</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>KRANNERT - KRAN lab 753 reduced # of machines</th>
<th>Liberal Arts - Added lab PAO 2101 increase of 3 machines</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% 2011</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ag - added NLSN 3216</th>
<th>Ag - removed FS 1135C</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% 2011</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AG - removed 3 machines in Lily 3106</th>
<th>Net Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% 2011</td>
<td>203</td>
</tr>
</tbody>
</table>

Net Changes 203 $610,385
Title: Student Lab Advisory Council

Effective Date: Spring 2012

Chair: To Be Determined

Introduction:
Purdue provides and maintains a very large number of student computing labs on its West Lafayette campus. Results from an inventory done in 2009, showed nearly 280 locations with over 5500 computers were identified and classified as follows:

1. General Purpose Open Computing Labs-- approximately 1,200 computers in 60 rooms; defined as spaces providing access to computers for individual or group work on a non-scheduled, walk-in basis.

2. Instructional Computing Labs-- approximately 3,500 computers in 180 rooms; defined as spaces that provide instructors access to computing resources for the purpose of instructing students, usually on a scheduled basis. These computing labs are considered instructional whether they are scheduled for one class or multiple classes.

3. Specialized Computing Labs-- approximately 800 computers in 40 rooms defined as spaces typically providing non-standard hardware configurations, specialized or customized software, or space needs that are not provided centrally. Many of these labs are supported and operated by the various academic units.

Purpose:
With so many student computing labs and associated computers deployed on the West Lafayette campus, Purdue makes a significant investment estimated in the millions of dollars annually to supply, manage, and upgrade these labs, both centrally and at the unit levels. This standing committee composed of faculty, staff, and students is created to provide periodic direction to the University regarding student computing laboratory issues. The council includes student representation appointed by the Purdue Student Government; administrative directors from Space Management and Scheduling, Academic IT, and ITaP who have experience, interest, and institutional knowledge of student computing labs; and faculty members interested in and familiar with instructional computing within the Purdue student computing laboratories.

Objectives:
This campus-wide student computing lab oversight advisory council is charged to examine issues in the context and scope of all computing labs used at Purdue. They would be charged with the responsibility to review student computing laboratories on campus and to report and make recommendations to the Provost and EVP&T.
Responsibilities:
1. Define and document the mission of computing labs for the West Lafayette campus.
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Membership Roles:

<table>
<thead>
<tr>
<th>Name</th>
<th>Area</th>
<th>Name</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost Finance</td>
<td>Academic College/School</td>
<td>University Senate</td>
<td>Academic College/School</td>
</tr>
<tr>
<td>Student Senate/Body</td>
<td>Academic IT Area</td>
<td>Provost Office/SMAS</td>
<td>Student Services</td>
</tr>
<tr>
<td>Libraries</td>
<td>ITaP Academic Technologies</td>
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Meetings:
- First meeting to be held in January/February 2012. Regularly scheduled quarterly meetings, 60-90 minutes in duration. Additional meetings called by the Chair as needed.
- Approved agendas and minutes will be maintained in an electronic, on-line archive.

Appointment Term:
The term for appointment to this committee is January 2012 through December 2014.

Approved:

Al Diaz
Executive VP for Business & Finance, Treasurer

Tim Sands
Executive VP for Academic Affairs and Provost