

## **FACILITIES TECHNOLOGY COMMITTEE MINUTES**

Tuesday, February 22, 2022

3:00 p.m. – 4:00 p.m.

Zoom Call

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**Members Present:** Tiffany Beneda, Morgan Burns (student rep), Don Campbell, Nancy Carda, Clinton Castle, Mike Curfman, Cory Feller, Lisa Gunderson, Shannon Jesme, Amanda Johnson, Jason Pangiarella, Linda Samuelson, Shamani Shikwambi, Jodi Stauss-Stassen, Joel Ziegler, Curtis Zoller, and Colleen Kukowski (recorder).

**Members Absent:** Shad Gangl, Bob Gooden, Stacey Hron, and Brian Huschle.

### **1. Campus Revitalization: Sub-committee updates:**

- a. **Hall of Fame & TRF Theater / Music Walls / Signage in the theater area:** An update was given on the progress that has been made. **ACTION ITEM:** Frames will be hung over Spring Break.
- b. **EGF exterior sign:** An update was given regarding both signs on the EGF campus. We are waiting on a 2<sup>nd</sup> quote on both non-digital signs. **ACTION ITEM:** Chad and Bob are working on this project!

### **2. TRF Projects Update:**

- a. **HEAPR Project update:** Security upgrades: An update was given on the keylocks and entries. **ACTION ITEM:** Next update will be in July.
- b. **HVAC:** An update was given. There is a huge lead time to get items here. **ACTION ITEM:** Completion in April 2022
- c. **Fitness Center Equipment:** An update was given on the Fitness Center Equipment we purchased from Moorhead. **ACTION ITEM:** Weight racks will be installed over Spring break.
- d. **Next HEAPR Project:** A discussion was held regarding the Aerospace roof. It was installed in 1990. **Timeline:** Release for funds the end of June and start the project the summer of 2023. **ACTION ITEM:** Develop a design.
- e. **Spring/ Summer Projects: HOLD**

### **3. EGF Campus Updates:**

- a. **Spring/ Summer Projects:** A discussion was held regarding the bonding project and the timeline. The Bonding project will include the Early Childhood, Health, RESP, RED Tech, and the Computer Tech programs.

### **4. Technology Update:**

- a. **Server Room:** A discussion was held regarding the fire suppression of the server room. The discussion included details and cost of converting to a dry sprinkler system.
- b. **Hyflex Classrooms:** An update was given regarding the Hyflex classrooms. The division chairs will meet to give input on the rooms. **ACTION ITEM:** Vendor needs to look at the rooms and provide a quote.
- c. **Student Huddle Rooms:** A discussion was held regarding student use rooms for 4-5 students that are listen to the same class. In addition, to individual one person rooms.



5. **Housekeeping:**

- a. **NextGen Update:** A discussion was held on NextGen. This is the Grand idea for all projects.
- b. **Workday update:** A discussion was held on Workday. There was a system office site visit last week (February 14-18). The finance and HR departments will be in the first phase. This summer Workday and ISRS will run together to make sure that it is running correctly.
- c. **Online Bookstore Portal Update:** A discussion was held regarding the Bookstore Portals. Currently there are three online stores (EGF, TRF, DL) for students to order books through. This summer we will be combining the three locations into one. Class sections have been updated for this to happen. We are also going to be a pilot to test shipping to other states. We are using this summer semester to test both to make sure everything runs smoothly for Fall.

6. **Items from the Committee:**

- a. **ESPORTS:** A discussion was held on the new Esports team. ACTION ITEM: Lisa B. and Tom H. will attend the infrastructure meeting to gather more details.
- b. **Academic Dishonesty:** A discussion was held on the process of reporting Academic Dishonesty. The following questions were asked. ACTION ITEM: Faculty would like acknowledgment that the ticket was received. ACTIONITEM: Talk through with division chairs on a step-by-step process.
  - i. When a ticket is submitted what happens: Stacey makes note on the ticket if it is the 1<sup>st</sup> + time the student is reported. She then forwards the ticket to the correct dean.
  - ii. How are students tracked? 1<sup>st</sup> time: Instructors and Dean talk to the student. Then the Dean of Student Affairs gets involved.
  - iii. How are DL students tracked? Can the Registrar make a note on the students account?

7. **BEACH:**

- a. **TRF Art**
- b. **TRF Percent for Art Display Cases**

8. **Next Meeting:** Tuesday, March 22, 2022 @ 3:00 p.m. via Zoom/Video Conference

