

**Minutes of a Meeting
of the
Texas Computer Cooperative
Management Committee**

A meeting of the Management Committee for the Texas Computer Cooperative (TCC) was convened on Thursday, February 26, 2004, at 9:30 A.M. in the ESC-20 Conference Center. Dr. Terry Smith, Chair, presided and the following attended:

Mr. Roel Pena	Education Service Center, Region 1
Mr. Eugenio Gutiérrez	Edinburg C.I.S.D.
Mr. Adrian Garcia	Education Service Center, Region 1
Mr. Sam Wallace	Education Service Center, Region 2
Mr. Jose Cantu	Education Service Center, Region 2
Dr. Steve Hyden	Education Service Center, Region 5
Mr. Scott Campbell	East Chambers I.S.D.
Dr. Ron Preston	Education Service Center, Region 9
Dr. Tom Norris	Education Service Center, Region 12
Mr. Michael Hope	Robinson I.S.D
Dr. Pat Pringle	Education Service Center, Region 13
Mr. Luke Martin	Education Service Center, Region 13
Mr. David Smith	Education Service Center, Region 15
Dr. Sue Jones	Brownwood I.S.D.
Ms. Barbara Brown	Education Service Center, Region 15
Ms. Gloria Thomas	Education Service Center, Region 15
Dr. Darrell Garrison	Education Service Center, Region 16
Mr. Larry Appel	Dumas I.S.D.
Dr. Kyle Wargo	Education Service Center, Region 17
Ms. Pam Harper	Ector County CISD
Ms. Daphne Gee	Midland ISD
Dr. James Vasquez	Education Service Center, Region 19
Ms. JoAnne Reddell	Northside I.S.D.
Ms. Diana Goering	Northside I.S.D.
Mr. John Andrews	Education Service Center, Region 20
Mr. John McCauley	Education Service Center, Region 20

Dr. Smith welcomed the attendees and asked those present to introduce themselves.

Item No. 1

Establish Quorum of at Least Six
Members Present

Dr. Smith confirmed that a quorum was established with
eleven ESCs represented.

Item No. 2

Approve Minutes of the Meeting of June 26, 2003

Dr. Smith asked if there were any additions or corrections to the minutes of June 26, 2003. There were none. Dr. Pringle made a motion to approve the minutes, and Dr. Garrison seconded it. The motion was approved unanimously.

Item No. 3

Introduce RSCCC Managers Liaison

Dr. Smith introduced Sam Wallace from ESC-2 as the RSCCC Managers Liaison. Dr. Smith reviewed the role of the liaison in representing the RSCCC managers at the TCC meeting and reporting back TCC decisions to the RSCCC managers.

Item No. 4a

Consider Recommendations of Pricing Committee - iTCCS

Dr. Smith indicated that the Pricing Committee met while at Mid-Winter. Mr. McCauley reviewed the revenue and expenditure estimates for iTCCS. He indicated that the revenue projections called for a 1% increase in user fees. He explained the expenditures included increases for payroll costs and costs for new software to support the iTCCS web based programs. He explained how certain changes, such as reducing the number of users of eClient and moving to one-year maintenance for our UPS system, have helped hold down expenditures. He also indicated that there was a need to designate funds related to a disaster recovery plan.

Mr. McCauley indicated that the projected budget currently showed a \$50,000 deficit, but when the new enrollment figures are applied in April, this figure is expected to decrease.

Mr. McCauley reviewed the pricing changes for each tier. He indicated that the proposal called for ESC pricing to remain the same.

Dr. Norris asked if we were comfortable with the \$50,000 deficit figure. Mr. McCauley indicated that, historically, we collect more revenue than projected and we expect to cover this.

Mr. McCauley also indicated that, with the increased number of users on the web product, more demands are being made on our computing resources. Therefore, we will need to replace the mainframe possibly by this summer. Mr. McCauley indicated that the fund balance should cover replacing the mainframe. More information will be provided to the committee at the June meeting.

Dr. Norris asked the age of the current mainframe. Mr. McCauley said it was about three years old and had already been upgraded once.

Dr. Norris made a motion to approve the iTCCS pricing model, the proposed budget, moving monies to equipment reserve and designating \$50,000 for disaster recovery. Dr. Pringle seconded the motion. It was approved unanimously.

Dr. Smith commended Mr. McCauley for his work on the budgets and overseeing costs for the division.

Item No. 4b

Consider Recommendations of Pricing Committee - RSCCC

Mr. McCauley reviewed the revenue and expenditure estimates for RSCCC. He indicated that these figures might change some depending on the April projections. Any adjustments will be brought back to the committee in June. He indicated that an RSCCC Special Programmer position will continue to be supported in the proposed budget, and that this position is expected to be self-supporting through next year.

The 2004-2005 budget currently shows a \$27,000 deficit, but Mr. McCauley indicated that last year the RSCCC took in \$94,000 more in revenue than was anticipated. He also indicated that the projected \$715,000 fund balance exceeded the goal of a 15% fund balance reserve.

Mr. McCauley indicated that the proposed budget called for RSCCC pricing to remain the same.

Dr. Garrison made a motion to approve the pricing recommendation and the proposed RSCCC budget. Dr. Hyden seconded the motion. This passed unanimously.

Item No. 5

Receive Status of Bringing iTCCS Student and Business Products to Graphical User Interface Environment

Mr. McCauley reviewed the status of converting the 3270 text based programs to the web based product. The conversion of the student programs began in 2002 and was completed by May 2003. The original date for dropping support of the student 3270 programs was originally January 31, 2004. However, some districts could not meet this date. Therefore, the Operations Committee extended it to April 5, 2004.

Mr. McCauley explained how the encryption protocol used requires different equipment. The equipment switchover should be complete by April for all districts.

The PEIMS programs needed for the summer submission are converted, and a user committee will review them.

We are currently converting the business programs. Some business applications are complete, and the target date for the entire business system is the end of 2004.

He also explained that the original decision was to only support PCs using Windows. However, due to district requests, we have made changes to support Macs for the classroom application.

Mr. McCauley indicated that one of the negative effects of the web based programs was that, in order to maintain the performance speed they were accustomed to, some districts had to upgrade their computers and networks to handle the increased amount of information being transmitted and processed.

Item No. 6
Consider Recommendation for RSCCC
Student Historical Development

Mr. Andrews reviewed previous decisions and developments related to the student historical system. He indicated that the RSCCC staff had added a multi-year laser AAR form to the student product, but it was difficult to add more of the pieces needed for historical without adding the whole system.

The proposal being presented to the committee called for dedicating \$468,000 of fund reserves to contract out for the completion of the RSCCC student historical system. This would still keep the RSCCC within the 15% fund balance goal, assuming unexpended monies from this year are moved to fund balance.

Mr. Andrews pointed out that a committee of consultants developed the current specifications in 2002. Therefore, there is a need to review and revise those specifications to ensure that they still address district needs. Dr. Smith indicated that, if that review resulted in less costly changes, the remaining funds from the \$468,000 would be dedicated to future development, possibly including items for business applications.

Dr. Garrison said he had no problem with the proposal. Dr. Norris indicated that they had lost a user due to not having the historical system. Dr. Hyden indicated that it was critical for us to move forward.

Dr. Pringle made a motion to accept the recommendation. Mr. David Smith seconded it. The motion passed unanimously

Item No. 7

Receive Status Report on RSCCC Student and Business System

Mr. Andrews indicated that the latest update to both the student and business applications went out February 19, 2004.

For student, Mr. Andrews indicated that student consultants were here this week for training. This was the first face-to-face meeting they have had since 2002. The student consultants reported that the system is very stable right now and their calls from districts have decreased.

For business, Mr. Andrews indicated that we were not making any more program changes to the 32-bit system after the April 2004 release, and that technical support would end after districts had closed out the 2003-2004 school year.

For the new business system, Mr. Andrews indicated that there has been some training for business consultants over TETN. In addition, there have been a series of status meetings on TETN to keep the consultants updated with issues and changes related to the business system. These have occurred about once every three weeks.

There is a face-to-face training session scheduled for the business consultants in March. This will be the first such meeting they have had since April 2003.

As of the middle of January, about 250 school districts had converted to the new business system. This leaves about 400 districts to convert.

Overall, things are going well with the business programs. Corrections are being made as issues are being reported. The reports that we have are that the consultants and districts remain very positive about the system.

Mr. Andrews indicated that we are making the changes needed for the conversion to PowerBuilder 9 and SQL Anywhere 9. These changes will go out in April 2004.

Mr. Andrews also indicated that we are making changes to the programs to make them compatible with Citrix. This will allow the RSCCC to have a WEB option.

Mr. Andrews indicated there are some concerns related to support provided by the ESCs. This comes from the learning curve associated with the new business system and recent staff changes.

Mr. McCauley reminded the committee that there was a cost associated with the upgrade to SQL Anywhere version 9. An \$11.75 fee would be assigned to each district license.

Mr. McCauley also indicated that there were two open positions in the RSCCC area. One was for the configuration management position. The other was for an analyst / programmer position.

Item No. 8

Review Financial Report

Dr. Smith introduced the Financial Reports for iTCCS and the RSCCC.

Mr. McCauley reviewed the iTCCS financial report. He explained that the current expenditure figures in the report would change due to filling of vacant positions and contract renewals. Overall he stated that the current year iTCCS budget is in a very good position.

Mr. McCauley also reviewed the financial report for the RSCCC. He stated that the figures did not reflect the December 2003 billing along with some special request programming. The RSCCC has two positions that currently need to be filled. Mr. McCauley indicated to the TCC that these two positions would be filled within the upcoming few weeks.

Item No. 9

Review Accounts Receivable Report

Dr. Smith asked the Committee members to review the *Accounts Receivable Report*.

Item No. 10

Other

Dr. Smith indicated that the next TCC meeting would be in June.

Adjournment

The meeting of the Texas Computer Cooperative Management Committee adjourned at 11:45 A.M.