

**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, June 24, 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
Ms. Lynda Hoffpauir	Education Service Center, Region 5
Dr. Ron Preston	Education Service Center, Region 9
Mr. Dean Gilstrap	Bellevue I.S.D.
Dr. Tom Norris	Education Service Center, Region 12
Mr. Michael Hope	Robinson I.S.D
Mr. Luke Martin	Education Service Center, Region 13
Mr. Joe Thedford	Education Service Center, Region 13
Ms. Nancy Dunnam	Education Service Center, Region 18
Dr. James Vasquez	Education Service Center, Region 19
Mr. Kenneth Cadena	Northside I.S.D.
Mr. John Andrews	Education Service Center, Region 20
Mr. John McCauley	Education Service Center, Region 20
Ms. Beverly Meyer	Education Service Center, Region 20
Ms. Karen Dawson	Education Service Center, Region 20
Ms. Mary Bordner	Education Service Center, Region 20
Ms. Sheldy Starkes	Snap Management Group, Inc.

Dr. Smith welcomed the attendees and asked those present to introduce themselves. He introduced Ms. Sheldy Starkes of the L.B.B. audit team.

Item No. 1

Establish Quorum of at Least Six
Members Present

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

Item No. 2

Approve Minutes of the Meeting of February 26, 2004

Dr. Smith asked if there were any additions or corrections to the minutes of February 26, 2004. There were none. Dr. Vasquez made a motion to approve the minutes and Dr. Norris seconded it. The motion carried unanimously.

Item No. 3

Report from RSCCC Managers Liaison

Mr. Sam Wallace reported on topics of information and concern from the April RSCCC Managers meeting:

- Request to use fund balance to cover deficit budget projection
- Desire to expand through partnerships (i.e. Pocket PCs)
- Request to hold additional meetings for training purposes
- Need for more aggressive marketing (i.e. Tech. Expo.)

Dr. Smith responded that the original directive to reduce the number of regular meetings was not meant to prevent calling ad hoc meetings when needed. Dr. Norris encouraged using TETN whenever possible.

Item No. 4

Approve 2004-2005 Revised Budgets

a. iTCCS Budget

Mr. McCauley reviewed the attachment *2004-2005 iTCCS Pricing Model*, explaining that it was basically the same as the projection presented in February with new enrollment figures, a deletion in ESC-1 and an addition in ESC-2. The *iTCCS Budget* contains increases in administrative costs, building use and network drops and reflects a projected \$74,000 deficit budget. He also explained that historically iTCCS brings in significantly more revenue than projected due to special programming and extra cost jobs. Dr. Preston made a motion to adopt the 2004-2005 iTCCS budget as presented. The motion was seconded by Mr. Pena and carried unanimously.

b. RSCCC Budget

Mr. McCauley reviewed the *RSCCC Funding* for 2004-2005 for projected users. The pricing has not changed, but now includes the April projections that were not available in the pricing model presented in February. He reported that the RSCCC managers were conservative in their projections, resulting in a \$42,000 deficit, and that the December actual counts may be higher. He also reviewed the regional participation in Business Districts and Student Campuses. The *RSCCC Budget* projected expenditures exceeding revenues by \$90,000. Mr. McCauley reported that the RSCCC managers recommended holding the current pricing and using fund balance, as there will be a \$200,000 contribution to this year's fund balance. Mr. McCauley responded to questions about the last time prices were raised (last year) and if the budget

included a payment for the iTCCS loan (second of three payments). Dr Norris made a motion to adopt the RSCCC budget. It was seconded by Mr. Thedford and carried unanimously.

Item No. 5

Receive Status of iTCCS Web Development

Mr. McCauley reviewed the status of converting the 3270 text based programs to the web-based product outlined in the handout, *iTCCS CICS Web Support Conversion Status*. The Student applications are complete, and the iTCCS staff is currently converting the business programs. Some business applications are complete and the target date for the entire business system is the end of 2004.

Approximately 5,000 new user accounts have been added during the past year, bringing the total active users to 12,000. This increase is due to ease and low cost of web access. With no client software needed at the workstations, there is a significant savings in cost and staff time. Features added this year include printing via a web browser and support of MACs for the Classroom Products.

Mr. McCauley explained the web review process, which involves district and ESC input to the programmers regarding the prototypes previewed. All districts have been trained on the Student web applications and support will be cut off for the 3270 programs this weekend. The handout listed which Business and PEIMS applications were in production, in preview and in design.

Mr. McCauley also reported on other web products in use, such as the Cognos cubes and catalogs and the VMCF web printing solution that allows for printing of reports at the workstation as well as conversion to PDF.

Ms. Dawson demonstrated web pages in the Student application pertaining to the Highly Qualified requirements for NCLB. She also demonstrated system functions such as the storing of pictures, the spyglass function, tables of PEIMS codes and campus calendars.

Item No. 6

Receive Status of iTCCS Mainframe Upgrade

Mr. McCauley reviewed the handout, *Mainframe Upgrade*, explaining the increased demand for system resources, resulting in an upgrade to increase processing power by 30% and memory by 100%. Users also need additional disk space, resulting in the need for a new tape backup system, and that upgrade is scheduled for this summer. The handout detailed the hardware and software upgrade, increases to software maintenance, the pending upgrade and the projected expenditures. He also explained that the decision to upgrade

versus replace was based on cost savings and available funds.

Mr. Martin asked how far this upgrade would take us. Mr. McCauley said that he anticipated it would take us through the conversion to the Business applications next year. He explained that his staff would be monitoring daily use, as well as sending out capacity planning surveys to the regions and the districts this summer.

Item No. 7

Receive Status of RSCCC Student and Business Systems

a. Upgrades for Sybase AnyWhere and PowerBuilder

Mr. Andrews reported that the RSCCC release containing the programs upgraded from PowerBuilder 7 and Sybase 7 to PowerBuilder 9 and Sybase 9 was sent out the first week in May. This also resulted in extra work for ESC support staff. He explained that all programs, tables and files had to be modified and tested and that the programs do not operate in the same manner. Program changes are being made to correct performance and other issues. An update was sent in June, with another scheduled for tomorrow.

He also reported that after all programming for the new maintenance screens, reports, extracts and database tables was completed, tested and ready to distribute, TRS suspended implementation of the Aetna Health Reimbursement Account. All coding is being removed and the programs retested.

Mr. Andrews indicated that the current EOM agreement for Sybase SQL licenses expires August 28, 2004. This agreement has been good for RSCCC users, allowing them to purchase licenses at \$47 versus \$200. He is in the process of negotiating a new agreement, hopefully with similar terms.

b. Status of Citrix

Mr. Andrews reported that his staff has been limiting the amount of programming changes in order to use resources for testing the RSCCC programs on Citrix, which will be a vehicle for web access for RSCCC. Some issues have been identified, such as a redesign of the Security database, amount of resources needed for speed, reformatting some reports, support for limited number of printer drivers and website/email connections. There is more cost associated with the hosted solution but it is still more economical than competing software. Ms. Dunnam asked about the pricing structure. Mr. Andrews replied that it would need to be established by the regions but the latest pricing on the licenses was \$207 for a Citrix license and \$27 for a Terminal Services license through DIR.

Mr. Andrews demonstrated web browser access to the RSCCC running on a Citrix server. The RSCCC database and programs were not loaded on his laptop. Dr. Norris suggested

holding demonstration sessions at the major conventions.

Mr. McCauley explained that true web applications such as iTCCS send HTML and Java script, but client server applications are more powerful in terms of user functionality because the programs reside on the client and are not restricted by the limitations of the web browser. Citrix moves the powerful client server to a centralized server and retains the functionality so it is the best of both worlds.

Dr. Norris asked if we had discussed downloads to Pocket PCs and encouraged using this as a marketing tool. Mr. McCauley responded that we have districts already doing this. He reported that at the last RSCCC managers meeting there was discussion related to forming partnerships with these types of vendors and that an Austin-based company had demonstrated their software. A meeting has also been scheduled with Media-X.

Mr. Martin asked about the timeline for Citrix. Mr. Andrews responded that the target date is September 1st. Discussion followed on wireless networks, uploading data from Pocket PCs and Voice Over IP.

c. Status of Student Historical Specifications

Mr. Andrews reported that he was in the process of revising the specifications for the Student Historical System. These need to be expanded in order to obtain a realistic bid from the vendors. He hopes to have this completed by mid July.

Item No. 8

Demo of RSCCC Requisition System

Ms. Bordner demonstrated the highlights of the RSCCC Requisition System, stressing the flexibility and options. She explained the ability to set limitations by user, the creation and approval processes, the choice of Purchase Order formats, the "Next Year" processing feature and the Inquiry capabilities.

Item No. 9

Review Financial Report

Mr. McCauley reviewed the attachments *RSCCC Financial Report as of June 9, 2004* and *iTCCS Financial Report as of June 9, 2004*. The RSCCC is currently \$16,000 under realized in revenue but under expended by \$320,000 not including monies set aside for the Historical System development. He projects a contribution to fund balance of \$200,000.

ITCCS is currently over collected by \$39,000. The expenditure balance of \$668,969 includes the hardware and software upgrades continuing through the summer and renewal contracts on maintenance. Mr. McCauley said he will

be requesting that money in excess of the amount required for fund balance be placed in the budget for replacement of equipment.

Item No. 10

Review Accounts Receivable Report

Dr. Smith asked the Committee members to review the *Accounts Receivable Report* as an on-going information item.

Item No. 11

Other

Dr. Smith reported to the Committee members on the Student Records Exchange project study, which is a joint project between TEA and Coopers Consulting. It consists of research to recommend the best approach for the electronic exchange of student records. A concern is that no prototype testing will be done. Ms. Dunnam commented that end user input is also needed and that the registrars are not on campus at this time. Discussion followed on the upcoming TETN focus group and the original purpose of tracking leavers.

Dr. Smith announced that the RSCCC would develop an Accounts Receivable application for the ESCs at a cost of \$79,000, which will be split between the ESCs and billed in September. Dr. Norris commented that this was important for the ESCs and he appreciated the enhancement.

Mr. McCauley handed out the schedule of proposed meeting dates for next year. The TCC Management Committee will meet on February 24, 2005 and June 23, 2005.

Adjournment

The meeting of the Texas Computer Cooperative Management Committee adjourned at 12:05 P.M.