

**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 26, 2003, 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 I
Mr. Eugenio Gutiérrez	Edinburg C.I.S.D.
Mr. Mike Reilly	Education Service Center, Region I
Mr. Sam Wallace	Education Service Center, Region II
Dr. Julius Cano	Education Service Center, Region III
Dr. Jerome Stewart	Yorktown I.S.D.
Dr. Steve Hyden	Education Service Center, Region V
Mr. Scott Campbell	East Chambers I.S.D.
Dr. Ron Preston	Education Service Center, Region IX
Mr. Gordon Grubbs	Newcastle I.S.D.
Mr. David McKamie	Education Service Center, Region XII
Dr. Pat Pringle	Education Service Center, Region XIII
Mr. Clyde Warren	Education Service Center, Region XV
Dr. Sue Jones	Brownwood I.S.D.
Ms. Gloria Thomas	Education Service Center, Region XV
Dr. Darrell Garrison	Education Service Center, Region XVI
Mr. Larry Appel	Dumas I.S.D.
Dr. Kyle Wargo	Education Service Center, Region XVII
Mr. Steve Burleson	Spur I.S.D.
Ms. Nancy Dunnam	Education Service Center, Region XVIII
Dr. John Folks	Northside I.S.D.
Ms. JoAnne Reddell	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
Mr. Tom Garner	Education Service Center, Region 20
Ms. Karen Dawson	Education Service Center, Region 20
Ms. Jo Ann Wallace	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.

**Item No. 2**

Approve Minutes of the Meeting of February 27, 2003

Dr. Smith asked if there were any additions or corrections to the minutes of February 27, 2003. There were none. A motion to approve the minutes was made by Mr. Warren and seconded by Dr. Cano. Approval was unanimous.

**Item No. 3**

Approve Proposed Method of Election of New TCC Committee Members – Action Item

Dr. Smith reviewed the agenda attachments representing the TCC Management Committee membership for 2002-2003 and the eligible members by category for 2003-2004. He proposed that the ballots be mailed to the ESCs so that all those eligible would be able to vote. Dr. Cano made a motion supporting the proposal that the ballots would be mailed and that voting would occur within the categories rather than at large. Mr. Warren seconded the motion and it carried unanimously.

**Item No. 4**

Establish Meeting Dates for the Following Year

Dr. Smith reviewed the agenda attachment of the future meeting dates based on the current year's schedule and asked if the Committee would like to meet less frequently. He advised that according to the TCC rules, an item must be on three agendas prior to being changed unless the rules are suspended. Dr. Pringle made a motion to suspend the rules. Mr. Warren seconded the motion and it carried unanimously.

Mr. Warren recommended that the TCC Management Committee meetings be reduced from three to two per year, that the RSCCC Managers meetings be reduced from four to two per year and that the STMRPC Operations Committee and the STMRPC Users Group be combined to meet on the same day and reduced from four to two per year. Dr. Preston seconded the motion. Discussion followed on using TETN for interim meetings, use of staff time, travel expenses, concern for the shortened timeframe to present the Users Group with information from the Operations Committee and the order of the RSCCC Managers meeting in relation to the STMRPC meetings. The motion carried unanimously. Dr. Smith announced that the schedule would be redone to reflect the changes.

**Item 5.**

Review Financial Report – STMRPC

Mr. McCauley reviewed the *STMRPC Financial Report* with the Committee, stating that he felt all of the estimated revenue would be collected. He also reported that the unexpended amount of \$334,000 has been reduced to \$320,000 and that major maintenance contracts for software and the Oracle database coming due prior to year end will reduce it significantly.

**Item No. 6**

Mainframe CICS Web Support Status and Demo

Mr. McCauley reviewed the agenda attachment *CICS Web Support (CWS) Conversion Status*. He reported that almost all regions and districts have converted to the new communication equipment, with Del Rio, Northside and ESC-I in progress. Actual users, districts planning to use and application development status were also shown. The entire Student System has been converted and staff are in the process of converting the Business System. The Business Web Committee has been formed and has met to set priorities. The Finance Inquiries are complete and Requisition and campus level Budget entry (new function) are in progress. The projected timeline is one and a half years to complete the business applications.

Mr. McCauley reported that he received a request to support MACS for the Classroom Products and he has made a commitment to do this during the summer so that it will be ready for August. He explained that there are significant differences between the platforms.

Ms. Dawson demonstrated the look and feel of the STMRPC web product, using the Demographic screens and showing the drop down list boxes, spyglass function for code look-up, school calendar, student photo, quick transfers, street directory function and on-line help. She also demonstrated index searches for screen elements and the alphabetic search. She explained the sub-system menus, reporting products and batch processes and reported that approximately 400 pages were converted from text based to web front ends.

Ms. Wallace demonstrated the Classroom Products for Attendance, Grade Reporting and Progress Reports. She also showed the Committee the drill down function for additional information on a particular student, such as attendance, emergency contact data, photo and schedule, which was added at the request of ESCs XIII and XVIII.

Mr. McCauley stated that the recent equipment upgrade should be sufficient to support the web product users in the next school year.

**Item No. 7**

Approve New Name for the Mainframe Software Product

Mr. McCauley reported that the STMRPC Operations Committee had requested that the name of the 30+ year-old STMRPC product be changed, as it is now web enabled with a graphical user interface. Ms. Dunnam chaired a committee to collect suggestions and each region was allowed one vote. The recommendation to the TCC Management Committee is iTCCS (internet based Texas Computer Cooperative Software). Dr. Hyden made a motion to change the name of the STMRPC product to iTCCS. Mr. Wallace seconded the motion and it carried unanimously.

**Item No. 8**

Approve Final 2003-2004 Budgets for the Mainframe

Dr. Smith reviewed the *STMRPC Final Budget* and explained that the differences between this and the original budget included the elimination of the 3% salary increase and an increase in contracted services, resulting in a \$13,000 surplus. The pricing structure did not change. Dr. Cano made a motion to approve the final budget. Dr. Pringle seconded the motion and it carried unanimously.

**Item No. 9**

Approve Funding for Cognos Web Portal Proposal

Mr. McCauley explained that the Cognos products (mostly client server versions) have been supported for several years. The data access department has developed three-dimensional cubes and queries for analysis and two districts have purchased the web version of the Cognos products. The Operations Committee requested that ESC-20 investigate pricing and hosting of these products at the cooperative level. Pricing information was recently taken to the Operations Committee and they are recommending the purchase of Cognos Web Portal. Current year funds and web development funds will be used for most of the purchase. The Operations Committee requests additional funding of \$68,000 to complete the purchase, which would:

- Replace text-based DataQuery product
- Potentially replace aging DataReporter product
- Replace some current licenses
- Allow easy access to the cubes
- Allow reports to be converted to PDF format

Mr. McCauley reviewed the agenda attachment *Cognos ASP Pricing*, showing the cost figures involved. The total cost of \$112,000 for PowerPlay Enterprise Server, Impromptu Web Reports and 200 user licenses is less than what some districts are paying individually. In a hosted solution, users would only pay a user license fee and annual maintenance fees, which will be established for the future. The discussion that followed included available funds, number of clients using the Cognos products and type of server and user licenses. Dr.

Folks made motion to approve the allocation of these funds and proceed with the purchase. The motion was seconded by Dr. Pringle and carried unanimously.

During lunch, Mr. Garner demonstrated the Cognos portal, including the Newsbox, TAKS cube for third grade reading response, drill down and launching the Commended Performance Report in PDF. He answered questions from Dr. Folks on TAKS analysis.

**Item No. 10**

Receive Input from RSCCC Managers  
Liaison

Ms. Thomas reported that recently released RSCCC Student programs included programming for self-paced courses and laser attendance strips. The Management Advisory Committee (MAC) has given the printing of multi-year AAR forms the highest priority and asked that development staff proceed with programming to capture grades for the 2002-2003 school year. The June 25<sup>th</sup> update addressed 121 Student SDRs.

The RSCCC Managers agreed to drop support of the 32-bit business system in April of 2004, which would contain updates needed to close out the 2003-2004 school year. Currently twelve ESCs have 42 districts running live on the new business product. Ms. Thomas reported that she had conducted a survey of concerns in June and subsequently met with Mr. McCauley to express the frustrations encountered in the districts. There were 227 Business SDRs reported.

Mr. McCauley informed the Committee of moving to a web-based SDR system and making more information accessible, as requested by the Managers. Discussion followed on extending the 32-bit support date. Dr. Smith said that the timeline could be revisited depending on the quality of the June and August releases. He also extended an offer of assistance with conversions to other regions.

Mr. McCauley explained that the next few releases would be reserved for resolving the reported SDRs, other than the release of the Asset Management system. Staff time will be devoted to addressing SDRs and assisting districts in conversions. Dr. Cano expressed his appreciation for the responsiveness of ESC-20 staff. Mr. McCauley explained that the regions want ESC-20 to be more responsive, but that because of the priority placed on release quality and the extensive testing that involves, it may take up to two months to see a program modification. The Managers would like a faster turnaround. He proposed discussing the viability of “hot fixes”, which have not gone through full testing and are

common in the industry, with the RSCCC Managers during the July meeting. Dr. Garrison suggested a fall meeting after the June and August updates to discuss the status.

Dr. Smith also let the Committee know that ESC-20 has contracted with Oracle to evaluate how the cooperative does business and how services are delivered. Because of the SB1152, the RFI from TEA is still a possibility and this is a good time to look at our business model and products.

**Item No. 11**

Discuss RSCCC Historical System Development

Mr. Andrews reported that developing the Historical System in phases has been investigated as requested by the TCC Management Committee. A method was identified for obtaining multi-year laser AARs without making changes in other applications. This is a major feature that users wanted from the Historical System and resulted in the development of new programs and database tables. These changes follow the specifications designed by the Student Advisory Committee and were approved by the MAC as a priority on April 23, 2003, with other items prioritized for October to be worked on as time allowed. Program modifications were made to save the course information from the 2002-2003 school year and will be on the update released today. The October release will include a new program to allow maintenance of the prior year course data and the revised AAR print program that will include these prior year records in the report. Mr. Andrews pointed out that this was a partial solution, as the program will print only records for those currently enrolled.

**Item No. 12**

Review Financial Report – RSCCC

Mr. McCauley reviewed the *RSCCC Financial Report* and reported an over collection of revenue of \$94,000 due to an increase in the actual counts over the April projections. There is also a \$313,000 unexpended amount, which will be reduced as of next month when the RSCCC programming component is fully staffed. Three additional staff have been hired – a Quality Assurance Analyst and two Analyst Programmers. No other significant expenditures from the unexpended balance are scheduled for this year.

Dr. Smith reported that the target fund balance was met in February, with the final RSCCC budget showing a \$350,000 surplus. With the fund balance, there would be almost enough to set aside for the development of the Historical System or the surplus could be returned back to the regions at the end of the year. He opened the floor for discussion. Dr. Garrison asked about the money owed by RSCCC to STMRPC. Mr. McCauley replied that the TCC Management Committee had voted to spread this repayment over three years and the first payment was included as a line item in next year's budget.

Mr. Warren made a motion to set the money aside for the development of the Historical System. The motion was seconded by Dr. Garrison and carried unanimously.

**Item No. 13**

Approve Final 2003-2004 Prices and Budgets for the RSCCC

Mr. McCauley reviewed the *RSCCC Budget*, which included a decrease in payroll costs due to the elimination of the 3% salary increase and an increase in contracted services. The excess \$62,558 flowed back into the pricing structure and reduced the cost to Business and Student System users from the prices presented in February 2003 (i.e. from \$795 to \$756 per student campus). Mr. Warren asked about the increase in contracted services. Dr. Smith responded that this increase included an increase in the cost of network drops and the TETN charges being shared by three divisions rather than five due to the reorganization.

Dr. Cano made a motion to approve the amended RSCCC budget. The motion was seconded by Dr. Hyden and carried unanimously.

**Item No. 14**

Receive Status Report on RSCCC Student and Business Systems

Mr. Andrews reported that all RSCCC programming positions have been filled, as well as testing positions. A full release for both Student and Business was distributed on May 12, 2003. A subsequent update will be released this week and one the first week in August. The release and the June update addressed 201 Student SDRs and included:

- Saving course records for historical AARs
- Programming for self-paced courses
- Interface with assessment software
- Rewrite of the Superintendent's Report
- PEIMS changes for new fields and related utilities

The August update will address 47 additional Student SDRs and include a conversion from the TEA format file to create RSCCC Student records, as well as additional PEIMS changes.

The release and the June update addressed 108 Business SDRs and included:

- Release of the Budget System
- Addition of User Profile in Finance
- Addition of Next Year Payroll Calculation programs
- August Accruals
- Next Year Requisition functions

The August update will address 23 additional Business SDRs (which will increase in number prior to August) and include the Asset Management System.

Mr. Andrews also reported that his component would begin testing for Windows Server 2003, which will eventually result in dropping support for Windows NT. He also announced that in the near future there would be a need to update the version of Sybase SQL being used, which will require a major testing effort and probably begin after October 2003. Dr. Cano asked about the cost to the districts for upgrading the SQL version. Mr. Andrews replied that it would be \$12.00 according to the OEM agreement.

Mr. Andrews handed out copies of *Student SDRs – Program Issues*, which was a chart of the total number of SDRs received through this week and which release or update contained the programming modifications. By the August update, 82% of the SDRs will have been addressed.

Mr. McCauley handed out *Counts of RSCCC Users*, showing the actual December counts and this fiscal year estimate. The unduplicated count of RSCCC user districts is 715. There are 754 client districts using RSCCC and STMRPC.

He also handed out *RSCCC Student System – Program Issues by Application*, which showed a steady decrease in the Student SDRs from 2001 through June 9, 2003 as the system matured.

**Item No. 15**

Review Accounts Receivable Report

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

**Item No. 16**

Other

There were no other items brought forward for discussion.

**Adjournment**

The meeting of the Texas Computer Cooperative Management Committee adjourned at 12:00 P.M.