Engineering Student Technology Committee (ESTC):

Meeting minutes for September 19, 2001 - Engineering Conference Room - 8:00am

Present: Tim Feather (ME), Prof. Garcia (CE), Eric Mui (ECE), JP Murray (ECE),
         Mark Ritschard (ENS), Steve Sanborn (CE), David Wiegandt (ECE),
         Prof. Wilmsen (ECE)
Absent: Prof. Dandy (ChemE), Prof. Fitzhorn (ME),
         Prof. Gessler (Assoc. Dean - Undergrads), Jennifer Meints (intra),
         Jenny Po (ChemE), Bethany Schilleman (CE), Marcel Zibognon (CE)

- Introductions & attendance
        Introductions were made and a committee membership list was
distributed. The list is attached; members from departments with unfilled
positions are encouraged to fill them as soon as possible.

- Review Purpose of Committee & Charges for Technology
        The scope of the committee is the administration and disbursement of
the Engineering College student technology fund. In keeping with appropriate
policies, the goal is to avoid departmental factions and view the technology
charge fund as a college-wide resource.
        This committee is not the College of Engineering Technology Committee
(CETC), the committee that is charged with long-term oversight and planning of
technology within the college. Membership consists of four representatives
from the four departments on the main campus: two undergraduates, one graduate,
and one faculty member. Members are appointed by the chair of each department.
        The committee reports to the Dean of Engineering, but is governed
primarily by the Charges for Technology Manual, a publication of the State
Board of Agriculture. Pertinent items from the manual were noted and all
members are encouraged to read the manual in its entirety, found on the web at:
http://www.colostate.edu/services/acns/itec/fee.html.
        University wide issues regarding the charge for technology are managed
by the University Charges for Technology committee (CFT). The CFT also
oversees changes and updates to the Charges for Technology Manual. Membership
of the CFT consists of three representatives from each college, typically one
member of the faculty/staff and two students.

- Discuss nominations for chair & election process

Two nominations were received for the committee chair: Eric Mui and David Wiegandt. Eric declined the nomination; David accepted and will serve as chair for this academic year.

- Expense review for 2000-2001

The final list of expenses against the student technology fund for the fiscal year 2001 was reviewed and discussed. The fiscal year for this fund is May 16 to May 15, following the academic year as opposed to the regular fiscal year.

- Budget review for 2001-2002

This year's budget was reviewed, with a detailed list of expenses to date distributed to the committee. It was noted that this information is public, but should be shared with discretion and a full explanation of the Charges for Technology process.

- Future agenda items
        * meeting time for the committee (several members can not attend during
                the current time)
        * appointment of an undergraduate representative to the University
                Charges for Technology committee
        * full development of a strategic plan for the funds set aside in this
                budget for that purpose
        * by faculty request, a further discussion of the print quota system

- To do
        * fill the current open positions on the committee (Wiegandt &
                Ritschard)

Charges for Technology Fund
Account Number 259130
Fiscal Year 2001 (May 16, 2000 - May 15, 2001)

	Budget	Expenses Paid
Budget Summary	**420,000.00**	**597,391.82**
Central Services & Systems	**261,000**	**287,934.52**
Hardware & software maintenance	37,000	49,753.66
Hardware		853.71
HP workstation hardware maintenance		528.71
Spare optical drives for HP NetServer		325.00
Software		48,899.95
Algor		1,500.00
AutoCad (60 copies)		5,933.40
CITRIX metaframe for Sun Rays		5,890.43
Exceed		2,165.40
FIDAP (joint CE & ME project)		2,025.00
FLUENT license renewal		208.33
HP workstations OS maintenance contract		3,521.40
IMSL FORTRAN libraries		910.00
KeyServer software for lab licenses		7,337.00
Maple license renewal		2,530.00
Matlab license renewal		7,622.80
Minitab license renewal		632.50
NFS Maestro for Sun Ray project		239.00
Norton AntiVirus		915.00
Norton Utilities for tech shop		30.07
Office 2000 for labs		6,010.61
Windows 2000 terminal server for Sun Rays		1,429.01
Laboratory Maintenance and Support	0	22,489.74
Card Reader installation		234.87
Cleaning Supplies		21.78
Door strike installations		701.00
Hardware (screws, bolts, etc.)		20.57
Keys & locks for lab cabinets		7.83
Lock-down cables		812.00
Monitor for lab support (student employees)		1,000.00
Office Supplies for Help Desk		2.28
Paper		4,754.75
Repairs		327.28
SCSI cables for Design Studio		126.00
SCSI card for Anderson lab scanner		29.00
Security		536.25
Software		39.00
Surge Protectors		5,208.00
Telephone Service (Glover 220)		302.40
Toner		8,366.73

Network maintenance	8,000	*1,231.10*
network cables for Anderson Lab		132.49
network cables for classroom		27.00
network cables for Design Studio		7.90
network cables for other labs		11.36
network switch for Sun Ray project		1,052.35
Server maintenance & support	32,000	*59,843.40*
Alexandria software maintenance		1,912.50
Backup Server		3,996.28
Tape Library maintenance		2,796.00
Server parts		6,363.00
Server replacements (tech fund portion)		36,735.50
Server upgrades (tech fund portion)		6,964.32
Windows CAL for Citrix servers		1,075.80
Computing lab equipment replacement	90,000	*103,601.37*
ERC lab (10 Tangent computers)		16,103.50
Anderson lab (40 Tangent computers)		64,671.25
Lab Sun Monitors (50 for above, 15 others)		15,600.00
HP 8100 printers for Anderson Lab (2)		5,874.00
HP scanner & Epson 11x17 scanner		1,352.62
Student Wages & Benefits (lab support)	94,000	*51,015.25*
Barker, Janelle		841.19
Babcock, Steve		824.74
Bolinder, R. David		9,256.34
Canaiy, Louis		328.32
Crane, Andrew		369.95
DeBruin, Corrine		1,965.50
Haight, Angela		208.00
Herrick, Dan		1,595.97
Johnson, Eric		1,640.27
Kinne, Sieglinde		71.77
Kocman, Shauna		4,130.50
Kothandaraman, Vaishnavi		2,152.62
Loyd, Sean		2,458.42
Malander, Joel		6,400.08
Marples, Brad		3,777.72
Marples, Brett		4,014.73
McCabe, Mark		217.97
Min, James		69.78
Morgan, Travis		498.41
Ramachandran, Sriraman		2,020.61
Rao, Sanjay		3,332.08
Robertson, Nathan		212.64
Saikia, Ranjan		358.85
Smith, Jason		2,420.50
Tuthill, Paul		764.25
Venkatesan, Anand Kumar		904.43
Warren, James		39.87
Zibognon, Marcel		139.74

Miscellaneous	*44,000.00*	**41,782.70**
Assistive Technology		1,800.00
Bad Debt		1,325.00
Credit Card Expenses		1,537.70
Scholarship payments		37,120.00
Departmental Allocations	**62,000.00**	**39,644.17**
Atmospheric Science	**22,000.00**	20,618.50
Total Expenses (managed by Atmos)		20,618.50
Chemical Engineering	**7,668.33**	3,761.61
Aspen Software		1,000.00
Data Acquisition Boards		701.69
Hard Disks for student computers		420.00
lab monitors		720.00
network cables		17.02
printer and cable		568.00
toner		334.90
Civil Engineering	**12,296.56**	3,680.88
FLUENT license renewal		1,500.00
Student laptop (loaner)		2,085.00
Toner for Thermal Fluids Lab		95.88
Electrical & Computer Engineering	**5,838.00**	3,470.28
Hardware Upgrades		750.00
Printer Repairs		1,250.28
Software Maintenance		1,470.00
Mechanical Engineering	**12,202.11**	8,112.90
Card Reader installations		2,586.00
MathCad license renewal		2,526.90
Solidworks		3,000.00
Central Projects	**53,000.00**	17,819.02
Intra - departmental majors	**3,000.00**	0.00
Balance moved to FY02		
Aspen Software	**3,000.00**	3,000.00
ChemE Unit Ops workstations	**8,000.00**	1,702.42
ECE Circuits Lab	**13,355.00**	2,697.00
ECE License Fees	**6,050.00**	6,050.00
GIS Lab (monitors & computers)	**8,000.00**	
GPS signal	**2,800.00**	2,374.60
LabView Software renewal	**2,000.00**	1,995.00
ProEngineer	**2,500.00**	
SolidWorks	**1,500.00**	
Wireless Design Project	**2,795.00**	