

Meeting minutes for November 7, 2001 - Engineering Conference Room - 8:00am

Present: Tim Feather (ME), Kevin Fisher (ME), Prof. Fitzhorn (ME),
Prof. Garcia (CE), Eric Mui (ECE), David Wiegandt (ECE),
Prof. Wilmsen (ECE), Marcel Zibognon (CE)

Absent: Prof. Dandy (ChemE), Prof. Gessler (Assoc. Dean - Undergrads),
Jennifer Meints (intra), JP Murray (ECE), Jenny Po (ChemE),
Mark Ritschard (ENS), Steve Sanborn (CE), Bethany Schilleman (CE)

-Print Quota:

The consensus was that the printer quota system is working well and that there have been no real complaints about it coming from peers. The faculty present similarly thought it is a good system.

Marcel, a graduate student from Civil, thought that the print quota was too low and that the general feeling from the graduate population in his area is the same.

-Student Concerns and Ideas:

Eric Mui raised the question of how ABET rated the technology of the departments and put out the idea of creating a survey to distribute to the department heads (and/or faculty) asking for comments and ideas of how ESTC

can help meet any of these needs.

David Wiegandt raised the issue of having a card reader installed on the back of the Engineering Building and having the tech fees cover cost. The committee agreed unanimously that it was a good idea and raised the following questions: (1) how much would it cost and (2) where would it be located. Eric Mui stated that the only door that it would be allowed on due to building code would be the doors leading to the hallway that has the elevator in it. The issue was left until the next meeting when this information could be illustrated more clearly.

Tim Feather questioned the access to the Lockheed Martin lab, stating that the doors without the card reader have been either unlocked or left open. This has led to many students that do not belong in the lab gaining access. The possibility of having a second card reader installed on these doors was also raised.

Prof. Garcia questioned how the addition of student workers in ENS has worked out and has requested that Mark Ritschard give a report to the committee on how this has worked out in the semesters since hiring them.

Marcel Zibognon raised the question of possible computer lab growth, stating that the Anderson lab and others are continually full.

David Wiegandt discussed the possibility of having some form of added advertisement of items purchased through student tech fees, as most students do not know what their money is really purchasing. Students do not typically know that a lot of the new additions to the labs and other technologies were purchased in this manner. Dr. Fitzhorn agreed that this was a good idea and volunteered to print out a nice statement to be framed and placed in the Lockheed Martin lab and that if we could get others involved in doing the same it would be great. Dr. Wilmsen questioned the ability of adding small plates to the computers in the labs stating "purchased with technology fee money" or something of the sort (similar to the HP plates that are currently on most of the machines they have donated). The conclusion was to run this idea again through Mark Ritschard and will be discussed at the next meeting.

-Possible Tech Fee Purchase

Marcel Zibognon was asked to solicit funds for purchase of the "Statistica" package for the Civil Engineering department. Prof. Garcia is on the Civil department committee which discusses departmental purchases, and since this proposal was also given to them, told Marcel to wait until after they have met to see whether they fund it or not before bringing it to us. David Wiegandt then told him that if the matter still needed to be discussed through ESTC to go to the tech fee web site and fill out the proposal form with the appropriate information so that the committee would have the proper information.

-Deadline for Submission of Proposals:

Eric Mui questioned when we would have the deadline for this years proposals. The committee discussed plausible times and agreed that last years set up worked fairly well and thought this years should be handled the same way. Last year, the proposals were due the first week in February allowing for 3 weeks of advertisement of proposals and preparation of them. Since our decisions need to be made by the April deadline, David Wiegandt said that he would check with Mark Ritschard on the specific deadline and we would finalize this date at the next meeting.

-Strategic Plan for Last Year's Allocated Funds:

David Wiegandt raised the question of how the committee would like to handle these funds and any that we would like to set aside to further that fund. This issue was left for next meeting so that the members would have an ample amount of time to logically think about distribution or possible needs.

-Insight from the College of Engineering Technology Committee (CETC):

David Wiegandt asked for comment on what types of information ESTC would like from CETC. The consensus was that a need exists for ideas on how to utilize funds for long term goals. Since "long term" is a hazy phrase in its scope, the clarification was made that the strategic plans deemed "long term" refer to those that are 3-4 years in the future and not 10-15 years. As such, insight into possible future needs is the goal the committee would like to see fostered via the CETC committee.

-Next Meeting Date:

The date of the next meeting was tentatively scheduled for the 5th of December. David said that he would check with Mark before solidifying this date.

-Items for Discussion at Next Meeting:

- (1) Strategic plans for allocated money
- (2) Proposal process...are we good to go with last years format and are there any changes needed for change
- (3) Tech Fee purchase advertisement

Submitted by
David Wiegandt