

Engineering Student Technology Committee (ESTC):

Meeting minutes for December 5, 2001 - Engineering Conference Room - 8:00am

Present: Prof. Garcia (CE), Kevin Harris (ME), Mark Ritschard (ENS),
Steve Sanborn (CE), David Wiegandt (ECE), Prof. Wilmsen (ECE)

Absent: Prof. Dandy (ChemE), Tim Feather (ME), Prof. Fitzhorn (ME),
Prof. Gessler (Assoc. Dean - Undergrads), Jennifer Meints (intra),
Eric Mui (ECE), JP Murray (ECE), Jenny Po (ChemE),
Bethany Schilleman (CE), Marcel Zibognon (CE)

- Introductions and Attendance

- Corrections to previous meetings minutes (11-7-01)

The new ME rep is "Kevin Harris" not Kevin Fisher.

- Card Reader on North Door

Ritschard reported that the card reader system can be paid for without additional allocation of funds, either from the Central Services allocation or the project surplus from last year. The committee decided that the reader needs to go on a door that is handicap accessible, with first preference being the double-doors next to the race car lab and the 2nd preference being the E-wing door. ENS will work on installing the reader early next semester.

- Lab Manager report

Ritschard reported that the new Lab Manager, Brent Massey, has made some obvious improvements in the lab, particularly with software consistency and reliability. No negative feedback has been heard by the committee.

- Report on University Charges for Technology Meeting

Minor changes were made to the Charges for Technology manual and an

interesting list of uses of the Assistive Technology charge was distributed. Ritschard will provide a full report via e-mail.

- Print Quota Review

CJ Keist of ENS ran a print quota report for the committee on the Monday prior to the meeting. [Note: The numbers here are correct; Ritschard reported some numbers incorrectly at the meeting (they were close).]

Students who have more than 1000 print credits remaining: 1303

Student who have between 600 and 999 credits: 534

Student who have between 300 and 599 credits: 117

Student who have between 100 and 299 credits: 25

Student who have less than 100 credits: 23

Clearly, the quota system is meeting the committees goal of reducing the sheer amount of printing in the labs. However, there is still a significant number of students who have less than half of their credit left (165). Based on Sanborn's comments on the use of printing by seniors for senior design courses, Garcia moved and Sanborn seconded that 800 credits be added to each senior's print quota. The motion passed unanimously. Ritschard will ensure that quota is increased for each senior.

- Proposals and Strategic funds

Ritschard distributed a pie chart showing the distribution of this year's fund, noting that no funds were set aside for proposals. Instead, \$40,000 was allocated for strategic initiatives by the committee. Discussion then followed on how to use the funds. Projects discussed were 1) extending the reach of the labs so that the software is available to anyone who has access to the web and 2) making improvements in the Lockheed Martin Design Studio. The committee will solicit feedback on these ideas and gather other potential ideas from constituents. The goal is to develop a plan at the next meeting.

- Communicating Expenditures of tech funds

The committee decided to add signs to the labs that indicate that some or all of the equipment in the labs was funded by the student technology charge. Signs will be added to the Anderson Lab (fully funded), Classroom (partially funded), CAE Lab (partially funded), GIS Lab (fully funded), Design Studio (partially funded).

It was also decided to place transparent labels on equipment purchased with student technology funds and to develop a web site that more fully explains the expenditures. The web site address will then be added to the lab signs. Ritschard will coordinate these activities through ENS.

- Other items

Lab feedback: Students reported that the Sunrays are not popular because they are confusing to use. In some cases (PCA Frame, in particular) software does not run. Also the Anderson Lab is always too hot. Ritschard will work to address these items.
Telephone in the Design Studio: The committee approved by consensus

that a telephone should be installed in the Design Studio.
Ritschard will work on it.

Request from Zibognon at last meeting was funded by CE,
per Prof. Garcia

The next meeting will be Wednesday, February 13.

Respectfully submitted by
Mark Ritschard