Engineering Student Technology Committee (ESTC):

Meeting minutes for April 10, 2002 - Engineering Conference Room - 8:00am

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

Absent: Prof. Dandy (ChemE), Tim Feather (ME),
         Prof. Gessler (Associate Dean for Academic Affairs),
         Jennifer Meints (intra), Jenny Po (ChemE), Marcel Zibognon (CE)

- Corrections to previous meetings minutes (3-22-02)
  *none*.

- University Charges for Technology (CFT) Meeting report

  The CFT meeting report was given by David Wiegand, JP Murray, and Mark
  Ritschard who attended the meeting on March 29. A library representative
  requested that the colleges consider supporting library technology with the
  tech charges. The response was overwhelmingly negative. Minor changes were
  made to the CFT manual, the Business college reported on its efforts to require
  freshmen to purchase laptops, and swing space was discussed for college labs
  when buildings are renovated. Because our college has several labs, the swing
  space is probably not needed for Engineering.

  The Assistive Technology charge distribution was discussed. The current
  model is to distribute the entire charge by revenue rather than by percentage
  of students in the college. Although a distribution based on enrolled students
  when very much favor engineering, the impact on every other college would be
  negative. A split model was also presented, with 50% of the charge being
  distributed based on revenue and 50% by enrollment. After the presentation, no
  motion was made to change the current model.

  A proposal is under consideration to standardize print quotas at the
  university, using the Engineering method as a model. If approved, the proposal
  would formalize the collection of funds from students who need more quota, with
the process being standard across all colleges.

- Assistive Technology Charge
  The total assistive technology charges for this fiscal year amounted to $15,760, with engineering's portion being $2,555. Mui moved and Murray seconded that the charge be covered by the tech fund. The motion passed unanimously.

- Remote lab access status
  The Citrix software that provides the remote access capability was finally provided to ENS last Friday. In order to proved the committee with an opportunity to test the process, Craig Mapel will send connection instructions to the committee on Friday. He will install as much software as possible on the servers by Friday, but will not have all software installed. Because Craig will be on vacation the week of April 15, he will not be available for troubleshooting questions until April 22. However, the committee should test the new servers and share the instructions with others who may wish to test also.

- Internet Cafe: status and funding
  Ritschard presented the cafe idea to Dean Gallagher who is very much in favor of the Internet Cafe. However, it still depends on finding a home for the existing Electronic Classroom in the AB Infill.

  Sun Microsystems provided a classroom grant to the university, which Ritschard used to purchase 19" flat-panel monitors for the Cafe. If the Cafe does not become reality, the monitors will be sold to faculty per the normal faculty computer acquisition process.

  Jupe Herrick, the college business officer, suggested that the committee talk with the Engineering College Council about using the Senior gift endowment for the Cafe. Both Murray and Mui agreed to talk to the Council about the possibility.

- Vote on continuance of the tech charge
  Harris moved and Murray seconded that the charge for technology be continued for the next academic year. The motion passed unanimously, so the charge will remain at $147.50 per semester.

- Membership for next year's committee
  Ritschard indicated that several positions will be opening up on the committee for the next year. His usual process is to contact the department heads via e-mail and let them know what positions need to be filled. Copies are sent to existing members so that they can recommend potential appointments. The committee agreed that Ritschard should continue this process and Wiegand volunteered to follow-up personally with each department head.

- Print Quota Report
Ritschard passed around the following print quota report. Out of 2156 student computer accounts, print quota is as follows as of April 9:

- Students with more than 1000 credits left: 1231
- Students with credits between 601 and 1000: 549
- Students with credits between 301 and 599: 214
- Students with credits between 101 and 299: 77
- Students with credits between 0 and 100: 42
- Students with credits less than 0: 43

After some discussion, it was agreed that the annual print quota will remain at 1200 credits. The new quota will go into effect for the summer session.

- Budget Planning for FY03
  Ritschard distributed handouts that illustrated expenses to date in the following budget categories: Assistive Technology, Business Expenses, Scholarships, Central Services & Systems Computer Lab Equipment Replacement & Server Maintenance and Support. He also proposed budget allocations in these categories for the upcoming year. Discussion will continue at the next meeting.

The next meeting will be Wednesday, April 17 at 8:00am.

Respectfully submitted by
Mark Ritschard
### Allocation of Technology Expenditures for Adaptive Services for Students with Disabilities

<table>
<thead>
<tr>
<th>Colleges/Units</th>
<th>Actual Revenue as of 3/31/02</th>
<th>Percent of Total</th>
<th>Allocate FY02 Technology Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Sciences</td>
<td>212,750</td>
<td>6.8%</td>
<td>1,074</td>
</tr>
<tr>
<td>Business</td>
<td>411,872</td>
<td>13.2%</td>
<td>2,080</td>
</tr>
<tr>
<td>Engineering</td>
<td>505,969</td>
<td>16.2%</td>
<td>2,555</td>
</tr>
<tr>
<td>Natural Resources</td>
<td>225,630</td>
<td>7.2%</td>
<td>1,139</td>
</tr>
<tr>
<td>Applied Human Sciences</td>
<td>432,712</td>
<td>13.9%</td>
<td>2,185</td>
</tr>
<tr>
<td>Veterinary Medicine</td>
<td>49,034</td>
<td>1.6%</td>
<td>248</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>452,952</td>
<td>14.5%</td>
<td>2,287</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>609,187</td>
<td>19.5%</td>
<td>3,076</td>
</tr>
<tr>
<td>Vice President for Student Affairs</td>
<td>221,098</td>
<td>7.1%</td>
<td>1,116</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,121,204</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>15,760</strong></td>
</tr>
</tbody>
</table>

Signature: Mui    Date: 4/1/02