

Engineering Student Technology Committee (ESTC):

Meeting minutes for February 5, 2003 - Eng. Conference Room - 7:45am

Present: Morgan Defoort (ME), Prof. Garcia (CE), Tim Hinerman (ME),
Kate McDonnell (ECE), J. P. Murray (ECE), Mark Ritschard (ENS),
David Wiegandt (ECE) - chair, Prof. Wilmsen (ECE),
Prof. Wickramasinghe (ChemE)

Absent: Kat Christian (CE), Michael Flick (CE),
Prof. Gessler (Academic Affairs), David Hodge (ChemE),
Jennifer Meints (intra), Arun Nair (CE), Derek Reding (ME),
Prof. Sakurai (ME)

Unfilled positions: two ChemE undergraduates, one intra-departmental major

- Corrections to previous meetings minutes (12-4-02)

none

- Suggestion to place a SmartBoard in the Internet Cafe

Ritschard presented an overview of the SmartBoard capabilities: 1) when used with a projector, it is a "touch-screen" that controls the computer, 2) it is a whiteboard that may be written on using regular white-board markers or the electronic pens provided, 3) the electronic pen annotations are recorded either in the software being used (e.g. Powerpoint) or in the SmartBoard notebook, 4) without a projector, it becomes a whiteboard.

The SmartBoard comes in three sizes: 47", 60", and 72". The cost for the largest model is approximately \$1500. There is also a model for a plasma screen and a remote control module that prevents needing to stand in front of the board. Ritschard also reported that the elements of the SmartBoard (pens and eraser) would be hard to secure, though not impossible.

The committee consensus was that the SmartBoard might be well suited for a classroom, but not for a public general use area like the Internet Cafe. Although the possibility of installing one on the plasma display in the Design Studio was discussed, the committee agreed that the SmartBoard would not be

purchased at this time.

- Request to take on GIS printer expenses

Prof. Garcia reported that Civil Engineering does not want to open up the GIS lab for general student use even when no classes are in session. As a result, the committee agreed to no longer fund printer maintenance and supplies in the lab. Ritschard will pass the decision on to the ENS lab manager.

Ritschard reported ENS did install the ArcGIS software in all labs over the winter break, per the committee's request at the last meeting. As a result, there is no unique software in the GIS lab that would require a student to use that lab for course work. Wiegandt said that leaving the lab closed left open the issue of whether any student technology funds should be used in support of that lab in the future. Currently, Ritschard reported that student technology funds would be used to completely redo the lab in the summer of 2004. That plan was placed on hold by the committee until further discussions with Civil Engineering.

- Loaner laptops

Ritschard reported that the cost to replace a loaner laptop is approximately \$1200-\$1400. Because the Dell laptops have not fared well durability-wise, ENS has chosen IBM as the preferred vendor for durable laptops. The price includes a 14" display, a 2GHz Pentium, 256MB of RAM, built-in wireless, modem, and network.

The committee agreed to replace the loaner laptops on a rotating schedule (one every two years) and requested that ENS replace its laptops on the off years. Ritschard agreed to do so. By consensus it was agreed to purchase one new laptop out of this year's funds for the loaner pool. Murray requested that the old laptop not be discarded, but kept around as long as it is useful. Again, Ritschard agreed, and will proceed with the purchase of one laptop.

- Expenses to date for the I-Cafe

Ritschard distributed a budget vs. expense sheet for the Internet Cafe. In summary, expenses are \$91,878 vs. the budget of \$97,800. Funding was provided by Chemical Engineering (\$2,500), Civil Engineering (\$7,000), Engineering College Council (\$4,945), Electrical & Computer Engineering (\$7,000), ENS operating budget (\$797), ENS tech fund budget (\$37,996), Engineering Student Technology Committee (\$24,640), and Civil Engineering (\$7,000). The spreadsheet is attached.

Discussion then moved to the use of the Cafe and the status of "cafe" aspect. Some felt that the Cafe will never be fully utilized unless the systems are Microsoft Windows-based and the chairs have backs. However, the committee agreed to pursue the original goal of the Cafe and that is, a place to get a quick bite to eat and to check your e-mail while you snack. Of course, the goal begs the question of why no one is selling food. Ritschard had requested that the Engineering College Council (ECC) coordinate the student groups to sell food in the Cafe. But Murray reported that no groups are interested. While Murray double-checks with the ECC, Ritschard will work on getting a vendor.

As an aside, the committee also discussed security in the Cafe and the installation of video cameras. The committee requested the Ritschard look into fake vs. real security camera options.

Current status of items for the Cafe:

- 1) Couches will soon be on order
- 2) The telephone was installed in December
- 3) The coffee tables were installed in January
- 4) Side Tables: still under construction
- 5) Network & Power upgrades & improvements are finished
- 6) painting of new piping to match the decor is still needed

- Review of this year's budget

Postponed until next meeting.

- ERC printer

Students who work at the ERC have requested that the ERC printer be replaced because it isn't working well. Ritschard verified that the printer is costing about \$150 every other month to repair, but said that it is due to be replaced next summer as part of the regular cycle. However, the committee agreed to replace it now and realize the cost savings on the repairs.

- Suggestion box for the Internet Cafe

Discussion focused on the negative aspects of a suggestion box, including that it implies that action may be taken on the suggestions and that the committee is not necessarily committed to funding new items for the Cafe. However, the committee did request that ENS have an on-line suggestion box on its web page. Ritschard agreed to do so.

- Recommendations for non-majors using our facilities

ENS staff forwarded a suggestion to the committee regarding non-engineering majors taking engineering courses. At present, non-majors are accorded the same resources as majors, in particular 1) 1200 credits of print quota, 2) 1GB of network space and 3) access to all Engineering labs. ENS proposed limiting the resources provided to non-majors because: 1) non-majors typically make full use of all resources despite not paying the technology charge for engineering and 2) students are taking engineering courses simply to get access to the engineering facilities.

Ritschard emphasized that the colleges implicitly agree to provide resources for students outside of the host college to use that college's resources. However, to limit the expense of doing so, ENS proposed that non-majors 1) get 300 print credits per year, 2) 100MB of file space and 3) access to all labs except the Lockheed Martin Design Studio. Because the Design Studio is the premiere facility for engineering students, ENS feels that its resources should be solely dedicated to engineering majors. None were opposed to the recommendations so ENS will implement them starting next academic year.

- Physics Department

Ritschard reported that ENS has entered an agreement in which support will be provided to the Physics Department. With the goal of seeing the agreement succeed, Dean Gallagher requested that the committee offer all Physics students (approximately 80) access to the Internet Cafe. Based on the recommendations adopted above, the committee agreed to extend that offer to Physics.

- Votes on future charges.

Wiegandt reminded the committee that representatives from all of the college technology committees comprise the University Charges for Technology Committee (CFT), the governing body for the charges for technology process. That committee requires that each college vote every year on whether to continue the charge for technology and what amount it should be. Wiegandt then asked if anyone was opposed to continuing the charge. No opposition was raised, so the charge will continue.

Wiegandt then asked for discussion on what the charge should be, stating that the current charge is \$147.50 per semester. Ritschard reported that the administration is considering using the 5% increase students are permitted to approve as a means to pay for central services, in particular computing in the library. This may mean that FY03 would be the last year in which college committees could keep the revenue from a raise.

A 5% increase would amount in a new charge of \$154.87 per semester and would raise revenue by approximately \$25,000. Most agreed that the current budget is satisfactory, but felt that a slight raise might be warranted given the current budget situation. After further discussion, Hinerman moved and Defoort seconded that the charge be raised to \$150 per semester. The motion passed unanimously. Ritschard will report the increase to the CFT.

- Goals for the semester and next year

Wiegandt asked that the committee bring ideas for projects to the next meeting. He noted that Defoort had already suggested a classroom at the Engines and Energy Conversion Laboratory.

The next meeting will be in two or three weeks. Wiegandt will notify the committee when the date is picked.

Respectfully submitted by
Mark Ritschard

Internet Café

Expense Report to ESTC

February 5, 2003

	Estimate	Actual	+/-
1) Internet Access Bar	26,400	24,877	1,523
1 bar itself	5,000	7,923	(2,923)
10 seating	2,000	2,007	(7)
10 workstations	18,000	11,603	6,397
1 printer	1,400	3,345	(1,945)
2) Workstation Bench	22,000	15,221	6,779
1 bench itself	2,000	4,823	(2,823)
10 seating	2,000	0	2,000
10 workstations	18,000	10,398	7,602
3) Conference Area	23,500	16,897	6,603
1 table	1,000	1,700	(700)
2 partitions	10,000	9,424	576
1 workstations	2,500	1,821	679
1 display/projection	8,000	3,952	4,048
10 seating	2,000	0	2,000
4) Vending	3,300	1,955	1,345
1 bench/table	300	0	300
1 actual machines	1,500	10	1,490
1 plumbing	1,500	1,945	(445)
5) café tables	12,600	13,553	(953)
4 tables	1,000	1,800	(800)
16 seating	3,200	0	3,200
4 swivel workstations	8,400	11,753	(3,353)
6) Food/Snack sales area	4,000	6,195	(2,195)
1 counter	3,000	6,156	(3,156)
1 lockable cabinets	1,000	39	961
7) Lounge area	6,000	2,592	3,408
2 couches	500	1,753	(1,253)
4 chairs	800	0	800
2 lamps	200	23	177
2 coffee tables	300	816	(516)
2 retracting workstations	4,200	0	4,200
8) Miscellaneous (not considered in initial costs)		10,588	(10,588)
1 network improvements	0	3,894	(3,894)
1 electrical improvements	0	4,399	(4,399)
1 telephone installation	0	58	(58)
3 floor holes for cables	0	859	(859)
2 patio umbrellas	0	476	(476)
1 card reader installation	0	515	(515)
1 telephone & sign	0	96	(96)
2 neon clocks	0	91	(91)
1 grand opening	0	199	(199)
Totals	97,800	91,878	5,922

Funding Sources

CE	7,000	7.62%
ChemE	2,500	2.72%
ECC	4,945	5.38%
ECE	7,000	7.62%
ENS (oper)	797	0.87%
ENS (tech)	37,996	41.35%
ESTC	24,640	26.82%
ME	7,000	7.62%

68.17%