

Meeting Minutes of the Engineering Student Technology Committee (ESTC)

Meeting: 2 May 2012

5:00 p.m. in Engineering Dean's Conference Room

In Attendance: Adam Allevato (ME), Tucker Kern (ECE), Professor Kevin Lear (ECE/SBME), Isaac Medina (ATS), Chair Anthony Navarro (ECE), Nick Reidel (ME), Peter Riedo (ME), Todd Zurlinden (CBE)

Not In Attendance: Nathan Baker (CEE), Professor Thomas Birner (ATS), Jesse Jankowski (CEE), Professor John Labadie (CEE), Professor Ketul Popat (ME), Professor Ashok Prasad (CBE), Mark Ritschard (Assistant Dean for Operations, *ex officio*), Miriah Schwartz (CBE), Professor Tom Siller (ADAA, *ex officio*), R.B. Stuart (CBE), Elizabeth Thompson (ATS), Dalton Young (ECE)

Guests: Angie Addie (ENS), Patrick Fitzhorn (ME), Dan Herrick (ENS), Don Radford (ME)

-Approval of Previous Minutes

Minutes were approved for April 25, 2012.

-2013 Budget

There was general discussion of the budget including reviewing the current computer labs equipment replacement plan. Discussion included equipment expenditures for the MERC computer lab. A motion was made to keep PCs at MERC, the motion was seconded and passed. The MERC computers will continue to be maintained on the annual replacement plan. The committee agreed to minor accuracy adjustments to reflect the location of equipment and quantity of equipment. There were questions regarding print credits; Herrick provided a background on spending and how printing is funded.

The committee decided to keep departmental allocations the same as presented.

Concern was expressed regarding providing student workers with raises in the budget. Herrick discussed how raises could be given to student workers and how they are currently given raises based on merit and increased knowledge/responsibility.

A motion was made to accept the budget. The motion was seconded and passed.

- Proposals

- Glover 119 Printer

A proposal was submitted for the ESTC to fund the purchase of a printer for graduate students in Glover 119. CBE will be responsible for paying for the maintenance, paper and toner for the printer. A motion was made to fund the printer at \$964. The motion was second and passed.

High Performance Liquid Chromatography

A proposal was submitted by CBE for one-time funding of \$39,478.50 to purchase an HPLC. CBE plans to incorporate the use of the HPLC in their future curriculum so this equipment is critical for the education program. Currently, the department has been using an HPLC purchased by a faculty member on a grant. The department would be responsible for paying for any maintenance and materials. An estimated 150-200 students would use the equipment per year. Discussed funding \$20,000 of the CBE HPLC proposal if they can fund the remainder by the beginning of fall classes. If they can't come up with the funding, it will revert to unallocated.

Furniture for computer labs

Herrick presented a proposal to replace furniture currently in some of the computer labs, ie. chairs, tables, keyboard trays. The proposal included furniture for the Internet Café, GIS Computer Classroom, and office chairs for all other computer labs. The total amount requested was \$37,350. There was discussion of partially funding the proposal. The committee decided to fully fund replacement furniture for the Internet Café (\$2,550) and the GIS lab chair (\$300). It was also decided to fund 72 chairs at \$300 or the most good quality chairs for the best price up to \$21,736. A motion was made approving the discussed partial funding of the proposal. The motion was seconded and passed.

Materials Lab equipment

Radford presented a proposal for the Mechanical Engineering department to replace some broken equipment and purchase some additional equipment. The equipment currently being used for a lab course failed this year and must be replaced. The proposal included upgrading electronics and purchasing additional microscopes and cameras. The proposal presented was backed by a 50% match from the department for this purchase. The total requested for one-time funding was \$15,700. A motion was made to approve the proposal. The motion was seconded and passed.

Remaining unallocated funds

The committee decided to leave \$10,000 of unallocated funds for the next year.

-Closing

Riedo talked about his plans as chair for next year.