

Meeting Minutes of the Engineering Student Technology Committee (ESTC)

Meeting: 28 January 2013

5:00 p.m. in Engineering B203 (Titan Studio Classroom)

In Attendance: Adam Allevato (ME), David Duncan (ATS), Sean Franklin (CE), Vaishak Gopi (CE), Dan Herrick (ENS, ex officio), Professor Kevin Lear (ECE/SBME), Ben Melia (Intra-departmental), Peter Riedo (ME), Patrick Stockton (SBME), Danny Szczotka (ECE), Jessica Tryner (ME), Tyler Wible (CEE), Todd Zurlinden (CBE)

Not in Attendance: Nicholas Davis (ATS), Professor Patrick Fitzhorn (ME), Ryan Friese (ECE), Professor John Labadie (CE), Professor Chris O'Dell (ATS), Professor Ashok Prasad (CBE), Professor Tom Siller (ADAA, ex officio), RB Stewart (CBE)

Guest: Angie Addie (ENS)

-Approval of Previous Minutes

Minutes were approved for the November 13, 2012 meeting.

-Print Quota report

The committee had asked to review the print quota allocation policy in more detail at the November meeting. Herrick presented data he had gathered on print quota, specifically on how many students had leftover print credits and how many print credits on average students had leftover after graduation. Herrick also explained that selling print credits in \$5 increments is not financially feasible for the Engineering business offices as the cost per transaction is \$50 and they are reluctant to allow us to sell in \$5 increments as that would potentially mean more transactions in the long run, creating a greater overall cost to manage print quota purchases. Herrick also reported that ENS is able to distribute half of students' print credits in the fall and half in the spring. The committee did not make a decision regarding splitting the distribution of print credits between fall and spring.

-Loaner Items report

Per a request from the committee to see data on the usage of loaner items, Herrick presented a report of the usage of ENS loaner items from the period of August 20th through December 31st, 2012. Currently, the ESTC is funding 13 laptops for the loaner pool with a four-year replacement cycle. The report showed that the loaner items are underutilized at the Foothills campus and that it appears that the correct amount of laptops are available on main campus.

-Strategic Initiatives report

Herrick reported that the committee currently has about \$52,000 for Strategic Initiatives for this academic year. There was discussion of how the money should be spent. Options discussed were to put the money toward Engineering II; leave some funds for spending by the academic year 2014 committee to spend; and to solicit proposals.

The committee tentatively decided to contribute \$5,000 of unallocated CFT funds toward this year's Engineering II commitment.

-Budget overview/refresher

Herrick provided an overview of what the CFT budget is being spent on.

-Budget detail

Herrick reviewed the budget for student wages. He explained what each student worker position does (Lab Assistant, Lab Technician, Computer Support, Help Desk, and System Administrator). He presented the proposed increase for student wages, which is due primarily to the addition of support needed by Engineering II and the new design studios being built at the ERC.

Herrick discussed the student worker support of Engineering II, showing the floor plans for the building. There was discussion of the Engineering II Help Desk staffing.

The loaner pool was also discussed. The loaner pool has been separated out from Lab equipment in the CFT budget into its own line item instead of being combined with computer lab equipment replacement. The committee asked Herrick to adjust the lifecycle of laptops to three years. This would eliminate the fourth year computers failing and becoming slow and ineffective. The amount of funding per laptop will be reduced and the net effect is a slight yearly increase in cost for loaner items.

-Meeting adjourned: 6:30 p.m.