

## **Meeting Minutes of the Engineering Student Technology Committee (ESTC)**

**Meeting:** 29 April 2013

**5:00 p.m. in Engineering B214 (Engineering Dean's Conference Room)**

**In Attendance:** David Duncan (ATS), Ryan Friese (ECE), Dan Herrick (ENS, ex officio), Vaishak Gopi (CE), Professor Ashok Prasad (CBE), Peter Riedo (ME), Danny Szczotka (ECE), Tyler Wible (CEE), Todd Zurlinden (CBE)

**Not in Attendance:** Adam Allevato (ME), Nicholas Davis (ATS), Professor Patrick Fitzhorn (ME), Sean Franklin (CE), Professor John Labadie (CE), Professor Kevin Lear (ECE/SBME), Ben Melia (Intra-departmental), Professor Chris O'Dell (ATS), Professor Tom Siller (ADAA, ex officio), Patrick Stockton (SBME), RB Stuart (ME), Jessica Tryner (ME)

**Guests:** Angie Addie (ENS), Mark Ritschard (Assistant Dean of Operations)

### **- Approval of Previous Minutes**

Minutes were approved from the March 4, 2013 and April 1, 2013 meetings.

### **- Departmental Allocations in the Budget**

Ritschard discussed the rationale for the current structure of the departmental allocations in the budget. In 2001, this committee was setting aside about \$60,000 for the departments. \$5k was set aside as a base amount allocated to each department and the remaining \$30k was divided between each department by enrollment. The committee went to the Dean and asked to fund a lab manager position. At the time, the Dean said no but that if they wanted the position, they would have to find the money. Staff position funding is not allowed on CFT, therefore, the students went to each department and asked for a combined total of \$48,000 to fund the position. The agreement made with the departments was that in return for the \$48,000 to fund the lab manager position, the departments would receive that money back in CFT funds. All departments put in funds except for ECE and a lab manager was hired. The agreement was for a permanent deduction of the departments' funds to pay for the position. ECE did eventually contribute a small amount, but not the entire amount requested. Ritschard stated that it is up to the committee if they ever want to change the allocation structure, but his recommendation is to leave it as is. Ritschard is working with ECE to try to get their commitment of funding for an ENS staff member and once that funding from ECE is secured, the departmental allocations of CFT funds would need to be revisited.

A motion made to leave the allocation as is. The motion was seconded and passed.

### **- Final Budget Review**

Herrick presented the final budget. There was thorough discussion of individual line items in the budget at prior meetings, so only a brief overview was given and an opportunity for any questions or comments was given.

### **- Budget Ratification**

Riedo made a motion to accept the budget. Gopi seconded the motion and the motion passed unanimously.

### **- Elections for ESTC Chair**

Gopi volunteered to take the position of ESTC Chair. He gave a short speech to the committee discussing why he wanted to take on the role of Chair for the committee. There was discussion of selecting Gopi as Chair. Gopi was unanimously selected as Chair for the 2013-2014 academic year.

**- Final Thoughts**

Prasad commended Riedo for his service as Chair of the ESTC this year. Everyone agreed with the commendation.

Herrick commended the entire committee for their service this year.

**- Meeting adjourned - 5:38 p.m.**