Meeting Minutes of the Engineering Student Technology Committee (ESTC)
Meeting: 06 February 2014
                5:00 p.m. in Engineering B203 (Titan Studio Classroom)

In Attendance: Professor Rebecca Atadero (CE), Brett Baeverstad (CBE), Brett Basarab (ATS), Sanjay Derbyshire (ECE), Patrick Fitzhorn (ME), Ryan Friese (ECE), Vaishak Gopi (CE), Dan Herrick (ENS, ex officio), Sunny Lunka (CBE), Mark Lunt (CBE), Alex Mitchell (ME), Jessica Tryner (ME), Tyler Wible (CE)

Not in Attendance: Nicholas Davis (ATS), Tanner Fretthold (ME), Valene Lickley (CE), Mark Lunt (CBE), Ben Melia (Intra-departmental), Dalton Noren (Intra-departmental), Professor Chris O'Dell (ATS), Professor Sudeep Pasricha (ECE), Professor Tom Siller (ADAA, ex officio), Professor Christopher Snow (CBE), Patrick Stockton (ECE)

Guests: Angie Addie (ENS)

Question on CFT manual
Herrick opened up for discussion of changes to CFT Manual. There were no questions or additional comments.

Update on advertising alternatives to Photoshop
Several options for advertising were discussed. One solution offered and generally approved of was to send an email to all Engineering students that would include alternative resources for Photoshop. Signage in the labs will also be placed.

Lab reservation policies
Herrick discussed the current lab reservation policies. He inquired of the committee if they felt the policy needed any changes. There were no comments or suggestions.

Proposals

1. Any that have been received – Gopi discussed a couple of proposals that he knows are in the works.
2. Digital signage – Herrick discussed a proposal that he has submitted for lab reservation digital signage outside of each lab/design studio. There was a suggestion for creating a mobile app that would allow students to see lab locations and how many computers are available. There was also general discussion of computer lab availability. Both the computer labs and virtual lab. Herrick will gather lab usage data and report back to the committee.
3. WMEP Computer Lab – This proposal would fund a small non-reservable computer lab in the Scott building and the only computer lab on the first floor.
4. Internet Café – There is a need for furniture replacement in the Internet Café. There was discussion of removing the cabinetry and sink and replace it with additional computers and computing furniture.

5. Lab furniture equipment cycle – Herrick discussed an idea to add a new line item to the budget for furniture replacement in the labs. This would be up to the allowable cost (up to 25%) each year. Herrick will explore funding costs and add to the budget spreadsheet for later review
6. Card reader one-time replacement and ongoing fixed costs - Herrick will be bringing a proposal to the committee to replace card readers outside of the general use computer labs.
7. 3D printing lab – A 3-D printing lab is a proposal that will be coming. The lab is currently located in the basement of the Engineering building. Currently the use of the equipment is free but there is a charge for the material. There has been exploration of integrating with the current print quota system and it is not a viable option.
8. XP computer upgrades – Herrick will be presenting a proposal to replace student-used XP computers across the college (graduate students, student organizations, undergraduate labs, etc). Part of the proposal will include fund-matching. Herrick is working on getting an estimate of how many XP computers need to be replaced.

It was decided to wait to prioritize the proposals until after the proposal deadline of February 21st.

Budget overview recap
This discussion was postponed for the next meeting.

Adjourned: 6:10 pm