Meeting minutes of the Engineering Student Technology Committee (ESTC)
Meeting: March 10, 2015
6:00 p.m. in Scott Bioengineering 203 (Board Room)

In attendance: Sean Brustuen (CE), Daniel Dauwe (ECE), Kristine Fischenich (SBME), Dan Herrick (ENS, ex officio), Arunachalam Lakshminarayanan (ME), Professor Chris O'Dell (ATS), Aaron Piña (ATS), Professor Sourajeet Roy (ECE), Aaron Smull (ECE)

Not in attendance: Professor Rebecca Atadero (CEE), Abdullah BaGais (CBE), Briana Chamberlain (CBE), Professor Patrick Fitzhorn (ME), Adam Kattnig (ECE), Mark Lunt (CBE), Landan MacDonald (ATS), Alex Mitchell (ME), Dalton Noren (Intra-departmental), Brad Reichel (CE), James Ruppert (ATS), Professor Tom Siller (ADAA, ex officio), Professor Christopher Snow (CBE)

Guests: Angie Branson (ENS)

 Approval of meeting minutes (2/24/15)
Minutes from 2/24/15 were approved.

Announcements / Follow-up
- *UCFT meeting update* – The College of Liberal Arts is increasing their tech fee by 5%. The Assistive Technology Resource Center (ARTC) gave an annual report of their activities and statistics of how many students from each college are benefitting from the funds contributed. The ARTC also let everyone know that they have purchased a site license for a software package called Read & Write Gold site that they would like to make available to all departments on campus. The software will be installed in the Engineering computer labs and loaner laptops starting this fall.
- *Internet Cafe redesign* - Herrick and Fischenich spoke about the Internet Café redesign after the last meeting and agreed that the best approach to seeking funding from deparetments would be for students on the committee to approach their department heads for support. Dauwe volunteered on behalf of ECE, Brustuen volunteered on behalf of CEE, Lakshminarayanan volunteered on behalf of ME. No representatives were in attendance from CBE, so Fischenich will send the CBE representatives an email in order to locate a volunteer. Fischenich will also contact all of the other representatives not in attendance to identify any additional volunteers.
- *ENS Review Committee* - Herrick encouraged everyone to complete the survey that has been sent out by the ENS Review Committee. The survey closes next week and a reminder will be sent out to the college tomorrow.
- *Instructional Technologies Coordinator funding request* - Herrick reviewed the funding request for an Instructional Technologies Coordinator and informed the committee that he has approached the college administration and has not found considerable support so far. Herrick and Fischenich met recently and worked on a breakdown of where funding could potentially come from to present to the college administration. Fischenich will present the proposal to the college administration on behalf of the committee.

Proposals
- 3D Printing Lab – Fischenich explained the 3D printing lab proposal. Concerns were raised by committee members regarding the proposal. The committee had a number of questions they would like addressed before making any decisions about the proposal. The committee in general was concerned about not being able to fund other proposals if this proposal is funded.

Fischenich will compile the questions from the committee and send them to Prawel for answers and/or invite him to come speak to the committee.

- **ECE251 Computer Development Boards –** Smull explained that the ECE241 course is largely lab based and that the current lab equipment for this course is approximately 14 years old. There is no longer any support for the hardware or software. Senior design students would use the equipment in addition to students taking ECE251 if the equipment were upgraded. The department is matching funds at 25%. The committee received the proposal positively. A motion was made to fund the proposal and then the motion was seconded and passed. Fischenich will inform the requestor that the proposal has been funded.

Budget review

Herrick gave a quick overview of the budget as a refresher and for the benefit of those who were not in attendance at previous committee meetings. There was a detailed discussion of the departmental allocations. A suggestion was made for the committee to write emails to each department head about the changes in departmental allocations once the budget is approved. Herrick reviewed the lab equipment draft budget. He explained the calculation used for lab furniture. According to the CFT guidelines, the committee is allowed to spend up to 25% of the budget for computing equipment on furniture. Herrick reviewed the proposed changes to the budget by lab. The changes proposed to the Internet Café are currently based on the redesign, but if the proposal is not supported by the departments and the college, then the changes will not take effect, except for changing from a small to a large printer. Herrick has proposed removing the computer lab at the Powerhouse due to the fact that the Powerhouse is no longer part of the College of Engineering and the equipment is primarily being used for research, which is not an appropriate use of CFT provided equipment. The Associate Dean for Academic Affairs has paid for six thin clients in the Scott student organization office, Herrick proposed to the committee to fund this small computer lab going forward since it is accessible by all Engineering students. There was also discussion of defunding the MERC computer lab. Herrick will follow up with Bradley on the computers located in the MERC computer lab.

Adjourned: 8:02 p.m.