Meeting minutes of the Engineering Student Technology Committee (ESTC)
Meeting: March 7, 2016
4:00 p.m. in Scott 203 Board Room

In attendance: Elaheh Alizadeh (CBE), Zachary Bodmer (CBE), Sean Brustuen (CE), Jordyn Dahlke (ME), Daniel Dauwe (ECE), Kristine Fischenich (SBME), Professor Emily Fischer (ATS), Arunachalam Lakshminarayanan (ME), Peter Marinescu (ATS), Professor Peter Nelson (CEE), Erik Nielsen (ATS), Professor Sourajeet Roy (ECE), Kelley Wittmeyer (ENS, ex officio)

Not in attendance: Abdullah BaGais (CBE), Tammy Donahue (ME), Brian Munsky (CBE), Chaz Myers (CE), Aaron Smull (ECE), Anthony Marchese (ADAA, ex officio)

Guests: Angie Branson (ENS)

Approval of meeting minutes (2/22/16 & 2/29/16)
Both the February 22nd and February 29th meeting minutes were approved.

Powerhouse Proposal
There was follow-up discussion of the Powerhouse Engineering computer lab proposal. The committee has requested specific signage to be placed in the computer lab area, which appears to be missing from the proposal revision. The committee agreed to fund the lab in the Fiscal Year 2017 budget. Dauwe will contact Mac McGoldrick to get further clarification on the signage request and follow up on notifying him of the committee's decision.

Software
Branson provided the committee with information on how software is currently paid for by COE departments. A committee member suggested that student-used common software (Adobe Acrobat Pro, ANSYS, LabVIEW, MATLAB, Microsoft Office 365) be paid for 100% from the ESTC budget for the upcoming academic year, excluding the cost paid for college and departmental-level administrative costs for software such as Microsoft Office 365 and Adobe Acrobat Pro and portions paid for by other departments on campus for LabVIEW. Branson will present options at the next ESTC meetings for making this change to the annual budget and how it may affect the amount available to allocate to the departments and what will remain unallocated for strategic initiatives.

Other discussion topics
- L. Arunachalam discussed an idea for an alternate method of setting the annual budget by percentage with approximately 65% of the budget reserved for central systems & services as a base amount, not a hard cap, then approximately 15% set aside for department allocations and approximately 20% set aside for strategic initiatives. This was just an example of percentages discussed, the committee would decide what the exact percentages would be annually. L. Arunachalam suggested that he would like to see the committee focus more on strategic initiatives and funding improvements to technology in the college.

- There was a brief discussion reviewing the ESTC charter/purpose. The committee may return to this topic at a future meeting.

- Since there is a large pool of unallocated funds available, the committee discussed soliciting the college for proposals for strategic initiatives. It was decided that an e-mail should be prepared to

send to all faculty in the college soliciting proposals tailored to specific departments and providing information to contact their individual departmental representatives from the ESTC. Dauwe and Wittmeyer will work on an email to be sent out that will include the proposal template and a submission deadline of April 1st.

The next meeting will be held on March 21st from 4:00 – 6:00 pm in the Scott 203 Board Room