ESTC Minutes
Engineering Student Technology Committee
Thursday, Feb. 2, 2017, 5:00-6:00pm
Scott Bioengineering Room 203

Present: Sean Freeman (ATS), Peter Marinescu (ATS), Emily Fischer (ATS), Kristen Jackson (SBME), Noah Beck (CBE), Brian Munsky (CBE), Megan Scott (CEE), Ryan Austin (CEE), Luke Flores (CEE), Dylan Ryden (ECE), Cam Key (ECE), Dylan Machovec (ECE), Trevor Aguirre (ME), Andrew Jones (ME), Zachary Gebhardt (Intra-Dep), Kelley Branson (ENS), Nick Stratton (ENS), Mark Ritschard (Asst. Dean for Operations), Joni Kerr (ENS accounts manager)

Absent: Zachary Bodmer (CBE), Peter Nelson (CEE), Sandra Biedron (ECE), Jordyn Dahlke (ME), Tammy Donahue (ME), Anthony Marchese (Associate Dean for Student Affairs)

Old Business & Welcome

We approved the minutes, pending that the time was correctly represented on the minutes.

New Business

1) Lab overuse - Nick Stratton

	Recently, there have been occurrences where someone will schedule a lab space for either an inappropriate amount of time or purpose (i.e., monopolizing a location). This is typically occurring in the design studios. ENS is asking for some guidance for a policy to prevent this and would like this policy in place for the fall of 2017. Noah Beck and Zachary Gebhardt will head a subcommittee to come up with a policy for the ESTC to discuss at the next meeting.

2) Internet Café - Nick Stratton

	Internet cafe had it's grand opening in 2002. There has not been a major remodel or overhaul since. Because the college has grown, the space is in need of being upgraded and made into a better space with more computing areas. Several student members on the committee agreed that this space needed improvements. Carter Stoudt, an engineering student and ENS student employee, has developed a plan from a remodel effort that begun with the ESTC in 2014/2015 but was not followed through. ENS has received a new budget opinion from facilities and will be proposing this project to UFFAB in the second week of February. ENS will also likely be bringing this project to ESTC to fund some portion.

3) Emergency Exhaust Fan - Kelley Branson

	Kelley reported on the back-up exhaust fan in the computer server room in the Scott Bioengineering Building, which it is not exhausting properly. It will cost approximately $17,000 to fix it, and ENS will be asking for ~$10,000 from ESTC with the College of Engineering picking up the remainder. ENS will be presenting on this more formally to ESTC at a future meeting.

4) Budget – Mark Ritschard

Mark Ritschard provided an overview of the budget and the ESTC website (www.engr.colostate.edu/estc/), which was useful given the many first time members who were in attendance. The website is updated and has all the information about the ESTC, including policies, acronym explanations and definitions, and past year's budgets and expenditures. The ESTC budget runs on a July 1 to June 30 fiscal year, and we are currently in FY17, which corresponds to the 2016-2017 school year. ESTC decides on the next fiscal year's budget, not the current, which was approved by last year's ESTC committee.

ESTC can spend how they want within the guidelines. ESTC can cover equipment costs (computers, weather balloons, lathes, printers), maintenance costs on equipment, student wages for those that manage maintenance of equipment, plus one non-student employee to manage the whole process (Nick Stratton). The current charge for technology is $170 per student per semester. This is voted on every year by the ESTC. The committee may change this +/- by 5% without question but any larger changes need approval from the UCFT.

Mark Ritschard further went over the FY17 budget spreadsheet as an example (available on the ESTC website). Estimated total available funds for FY17 is $1,190,203. The committee has $34,789 unallocated money to spend on strategic initiatives. The committee may put this money aside for future years to fund a large project.

It was decided that in future meetings, we will go over the budget piece by piece and will ask the ESTC members to go over prescribed sections ahead of each meeting.

Next Meeting

It was noted that we should try to meet before 5:00pm to better accommodate many faculty members' schedules. Peter Marinescu will send around another doodle poll for the next meeting date and time.