

ESTC Minutes
Engineering Student Technology Committee
Wednesday, April 26, 2017, 4:00-5:00pm
Scott Bioengineering Room 203

Present: Sean Freeman (ATS), Peter Marinescu (ATS), Kristen Jackson (SBME), Andrew Jones (ME), Kelley Branson (ENS), Nick Stratton (ENS), Daniel Dauwe (n/a), Emily Fischer (ATS), Brian Munsky (CBE), Luke Flores (CEE), Megan Scott (CEE), Dylan Ryden (ECE), Mark Ritschard (College of Engineering), Tammy Donahue (ME), Peter Nelson (CEE),

Absent: Zachary Gebhardt (Intra-Dep), Zachary Bodmer (CBE), Sandra Biedron (ECE), Trevor Aguirre (ME), Ryan Austin (CEE), Anthony Marchese (Associate Dean for Student Affairs), Cam Key (ECE), Noah Beck (CBE), Dylan Machovec (ECE),

Old Business & Welcome

We approved the minutes from the April 17, 2017 meeting.

New Business

1. 2017-2018 ESTC Chair

Andrew Jones will replace Peter Marinescu as the ESTC Chair for the 2017-2018 academic year.

2. 2017-2018 ESTC Budget

Mark Ritschard walked the ESTC through the 2017-2018 Budget, which was recently updated to reflect numbers through March 31. The budget was approved, with some additional details described below.

2A. Business Expenses: mostly comprised of bad debt expenses that get charged to all university revenue accounts.

2B. Central Services and Systems: comprised of equipment, network, server costs and replacements.

In this section of the budget, things revolve around what is currently owned and maintained by the College/ENS and the replacement life cycle of these items. It was noted that the smart-boards that are currently maintained will likely not be replaced when the time comes, as they were not frequently used. Next year's committee can suggest the removal of these from the budget. The idea of replacing current computer lab monitors with larger monitors was discussed. The committee voted 9 -2 (for-against) to replace 1/5 of the coming year's replacement monitors with 27 inch instead of 23 inch monitors. The 27 inch monitors will be placed in the locations where monitors of this size are supported as determined by the ENS ITCLM.

2C. Wages: comprised of both the ENS ITCLM (Instructional Technology and Computer Lab Manager) and ENS student worker wages. It was noted that the ENS student wages

are very hard to predict and budget for because ENS cannot foresee how many students will be partially supported by Work Study funds, and this expense could vary by over \$10,000 within a year. Furthermore, it was noted that the current ENS student wages are competitive to attract the best student workers. ENS will conduct a new salary adjustment exercise this summer.

2D. Departmental Allocations: comprised of the funds allocated to each department to fund smaller internal projects.

In this section of the budget, it was apparent that most departments had a great deal of leftover money from their allocations. This could be for different reasons including departments saving for high-cost items, allocations being too high, but most likely the fact that monthly notifications of how much departments have to spend not being sent out since ENS Accounts Manager, Angie Branson, left last November. These emails went out to departments last week so hopefully money will be spent soon. It was decided to leave the department allocations unchanged, and to revisit this topic again next year depending on how departments respond in the next couple months. Kelley and Mark will work together to reach out to the departments to determine why there is significant unspent allocations, and whether there are plans for spending these funds before end of the current fiscal year.

2E. Other Allocations: comprised of a mix of longer-term projects/funds.

Someone asked how the 3D printing lab came about, and whether we could fund other labs (i.e., a drone lab) in a similar manner. It was decided to continue this discussion next year, and have David Prawel, the 3D printing lab manager, meet with the ESTC early in the fall to learn about what they have been using their funds for and the overall funding strategy of this lab.

Software discussions were also lengthy, largely due to recent discussions between Nick, other university Matlab users, and the Matlab representatives about creating a university wide licensing platform for CSU. At this time, the College of Engineering purchases its own licenses. This would likely add some large costs to the ESTC up front, but would benefit students significantly and the ESTC can offset their costs in the following years through other Matlab users throughout the university. Toolboxes would be readily available and the academic vs research versions would go away. Licenses would be unlimited which would mean no more running out of toolbox licenses. This was something that the ESTC members were all excited about. As such, we increased the budget line item for software by \$20,000 to account for a potential increase in this cost next year.

2F. Strategic Initiatives: comprised of funding of proposals that have been submitted to the ESTC.

At the last meeting, the Internet Café Proposal was approved by the committee. The Scott Data Center Emergency Exhaust Fan completion was approved in a revote since the last

meeting with a vote of 10 for and 2 against, with several members not voting. As such, ESTC will provide \$10,000 for the completion of the Emergency Exhaust Fan Project. The Senior Design Space project funding was also approved with a vote of 9 for and 1 against to fund this project for up to \$90,000, which was what was requested. This funding will be contingent on additional details from the proposers about exactly what will be funded with this money, but this funding has been earmarked for this project. Financially, this \$90,000 is planned to come off of the ESTC budget in 3 yearly increments of \$30,000 beginning with FY17 and ending with FY19. Allocating \$30,000 from next year's budget to the Senior Design Space, leaves the ESTC with ~\$30,000 of unallocated funds that will roll over.