Present:
ATS: Jhordanne Jones, Prof. Michael Bell
CBE: Zeus Alcon, Yan Wang, Taylor Baker
CEE: Thomas Mayer, Prof. Ryan Morrison
ECE: Carsten Dietvorst, Drew Rackow
ME: Caitlin Robinson, Michael Sartini, Prof. Haile Endeshaw
SE: Harshwardhan Ketkale, Jayesh Narsinghani
Intra-departmental:
SBME:
Ex-Officio: Kelley Branson (ETS)
Guest: Laura Marker (ETS)
Absent:
ATS: Ben Toms
CBE: Prof. David Wang
CEE: Neelufar Aghazamani, Hannah Gridley
ECE: Prof. Ryan Kim
ME: Sydney McDonald
SE:
Intra-departmental: Michael Townsend
SBME:
Ex-Officio: Anthony Marchese (Assoc Dean AA)

Old Business & Welcome
Welcome and Minutes
• Carsten Dietvorst called the meeting to order and welcomed new members. Yan and Caitlin introduced
themselves and new-member handouts were distributed and Carsten invited them to reach out to him or
Kelley if they had any questions.
• The minutes from the October 10 meeting were unanimously approved and will be posted to the ESTC
website by Kelley. These and other ETSC documents are available to ESTC members at the following:
T:\Committees\ESTC
• Carsten noted that 1 SBME graduate, 1 ECE undergraduate, SE faculty, intra-department
undergraduate positions remain unfilled. Please reach out to individuals in your department to help fill
space.

Class Folder Space
• Drew, Michael, and Dr. Endshaw met to discuss the ME departments's large use of the college class
network space. A decision was made for ME to move old senior design projects to a different area.

New Business
Budget Overview
Kelley gave a brief overview of last year's budget to familiarize the committee with the computation
spreadsheet. The expectation is that current members will read over the budget, pick it appart, and
suggestions and modifications will be presented next term. Each breakdown in the budget is based on
use-case data such as ETS tickets, checkout items, etc.

Account Report
Currently has over $1M due to fees. Laura introduced the account and short-term history of the ESTC and
CTF account and budget as per enrollment and tech fees. Budget shortfall of ~$99k; this appears to be a conflict between University enrollment reporting and payments to the CFT account. Pre-encumberances for Grand Projects can be made. If we have the budget after covering for last year's shortfalls, there will be emails sent out for Strategic Initiatives suggestions.

**Next Meeting**

There will not be another meeting this term unless an unforeseen circumstance arises. Carsten noted that he wants to be aggressive with early meetings next term, but scheduling will be postponed until Spring term schedules are finalized.

Meeting was adjourned at 4:41pm.

*Respectfully submitted by Drew Rackow with additions by Kelley.*