

Engineering Student Technology Committee

Meeting minutes for March 14, 2001 - LMDS Conference Area 1 - 8:00am

Present: Prof. Fitzhorn (ME), Jennifer Flint (ECE), David Hodge (ChemE),  
Eric Mui (ECE), Lance Parker (ChemE), Jenny Po (ChemE),  
Mark Ritschard (ENS), Bethany Schilleman (CE), Jason Smith (intra),  
David Wiegandt (ECE)

Absent: Torrey Burgess (ME), Prof. Dandy (ChemE), Tim Feather (ME),  
Alejandro Flores (CE), Dr. Gessler (Assoc. Dean), Mike Holland (ME),  
Prof. Labadie (CE), Prof. Nassar (ECE), Marcel Zibognon (CE)

- Introductions and attendance

A round of introductions got everyone acquainted.

- Corrections to previous meetings minutes (2-28-00)

Jenny Po was PRESENT at the 2/21 meeting

- Discuss and vote on a 5% tech charge increase

\* 2000-2001 Year in Review

Ritschard presented a review of this fiscal year's budgeted vs. actual expenditures. Actual expenditures (to date and projecting to the end of the fiscal year), rounded to the nearest \$500, are recorded below with any change from the budgeted amount noted:

Assistive Technology	\$2,000	no change
Atmospheric Science	\$22,000	no change
Business Expenses	\$2,000	+ \$2,000

Network	\$4,000	- \$4,000
Department Allocations	\$41,000	+ \$21,000
Server Maint. & Support	\$33,500	+ \$1,500
Hardware & Software	\$42,000	+ \$5,000
Lab Maint. & Support	\$17,000	+ \$17,000
Scholarships	\$38,000	- \$4,000
Lab Equip. Replacement	\$103,500	+ \$10,500
Student Wages	\$65,000	- \$25,000
Central Projects	\$50,000	+ \$50,000

The changes in budgeted amounts for department allocations and central projects were all from the unallocated funds that existed at the start of the year. The other gains were all accounted for by losses in other categories, all of which are managed by Engineering Network Services (ENS).

The business expenses were questioned, but Ritschard believes that the university, by standard practice, charges all budgets for business expenses. He thought a challenge to the expenses would not be successful.

\* 2001-2002 allocation for Central Services

Ritschard presented a proposed allocation for the funds managed by ENS, noting that he has a better idea of how the funds are actually spent. He specifically requested that no software funds be managed by ENS, and that the \$30,000 that has been used for software in the past be distributed to the departments on a percentage basis. He believes that software decisions can better be made by departments rather than ENS.

Several members asked for clarification on the reduction of the allocation for student wages from \$94,000 to \$60,000. Ritschard explained that he has cut several technician positions, both because of added staff positions and reduced need for lab support because of newer equipment. The funds requested will provide for approximately 6 technicians and 15 consultants.

Mui moved and Parker seconded that the proposal be approved and it passed unanimously.

The approved allocations are listed below. The department percentages are derived from the number of tech charge paying students in the department and are based on Spring '01 enrollment.

Central Services & Systems		
Laboratory Maintenance	\$20,000	
Network Maintenance	\$6,000	
Server Maintenance & Support	\$30,000	
College Lab Equip. Replacement	\$110,000	
Student Wages	\$60,000	
Software expenses (\$30,000) allocated to departments		
9.97% - Chemical Engineering		\$2,992
31.56% - Civil Engineering	\$9,467	
25.28% - Electrical & Computer Engineering		\$7,585
33.19% - Mechanical Engineering		\$9,956

\* Department allocation for staff

Ritschard explained last year's process of providing compensatory tech

funds to departments for their contribution to a lab manager salary. After some discussion, both Parker and Flint pointed out that the committee had made a commitment to the department's and that we should follow through on the commitment. Flint moved and Smith seconded that the full salary be allocated to departments. The motion passed unanimously.

\* Review of the fund

Ritschard distributed a spreadsheet that was then modified to show all existing budgetary disbursements, both those made above and commitments imposed by the university.

Assistive Technology	\$2,000	
Business Expenses	\$2,000	
Central Services & Systems	(\$226,000)	
Laboratory Maintenance		\$20,000
Network Maintenance	\$6,000	
Server Maintenance & Support		\$30,000
College Lab Equip. Replacement		\$110,000
Student Wages	\$60,000	
Department Allocations	(\$72,973)	
Atmospheric Science	\$22,000	
Chemical Engineering	\$9,361	
Civil Engineering	\$26,882	
Electrical & Computer Engineering	\$9,585	
Mechanical Engineering		\$27,145
Scholarships (mandatory 10%)		\$42,000

\*\*\*Total allocated \$366,973

\* Raising the tech charge by 5%

Ritschard distributed a spreadsheet indicating what funds would be available if the charge remained the same or was raised by 5%. The current charge of \$281/yr produces an annual fund of about \$420,000. Raising the fee by 5% would mean an annual charge of \$295 per student and would produce a fund of about \$442,000. Based on the total allocation above, not raising the fee would produce an unallocated pool of \$53,027. Raising the fee by 5% would produce an unallocated pool of \$75,027.

Much of the discussion centered on summer charges for technology. Engineering currently does not charge a summer fee, although summer students do have access to lab resources. Ritschard agreed to check on the possibility of charging a summer fee, as well as look into ENS expenditures in the summer. If a summer fee were implemented, it may mean that the normal semester fee need not be increased.

Committee members agreed to check with fellow students during the week to see how students would feel about a \$14 raise in the annual fee. Discussion will continue next week.

The next meeting will be Wednesday, March 21.

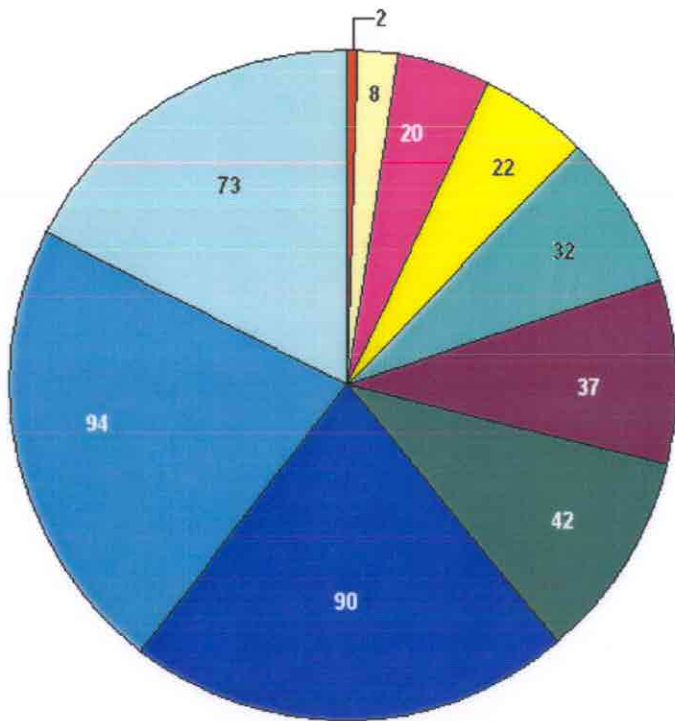
Submitted by  
Mark Ritschard

# Engineering Charges for Technology Disbursement

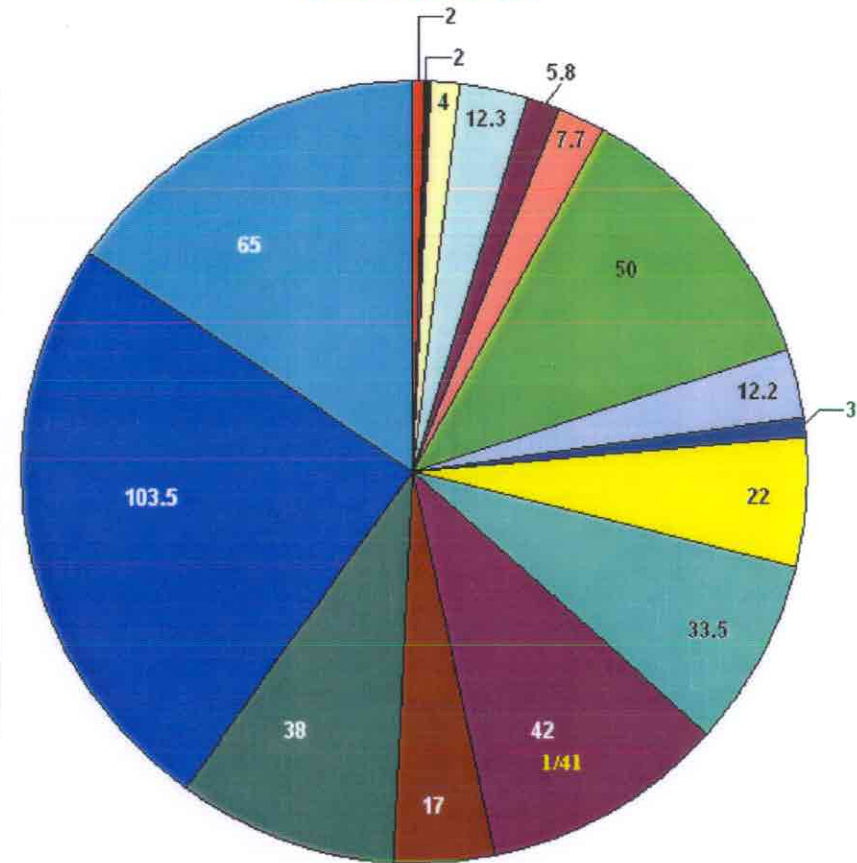
\$420,000 in 2000-2001

semester charge is \$140.50 per student

Budgeted Expenditures



Actual Expenditures



- Assistive Technology Charge (0)
- Business Expenses (+2)
- Network (-4)
- Civil Engineering (+12.3)
- Electrical & Computer Engineering (+5.8)
- Chemical Engineering (+7.7)
- Central Projects (+50)
- Mechanical Engineering (+12.2)
- Intra-departmental majors (+3)
- Departments (ChemE, CE, ECE, ME) (-20)
- Atmospheric Science (0)
- Server maintenance & support (+1.5)
- Hardware & Software (+5)
- Laboratory Maintenance & Support (+17)
- Scholarships (-4)
- Central lab equipment replacement (+10.5)
- Student wages (-25)
- unallocated (-73)

● allocations managed by ENS

**Engineering Student Technology Committee**  
**Technology Fund allocations for 2001-2002**

**Central Systems & Services**  
*Engineering Network Services*  
 Proposed Allocation for 2001-2002

	1999-2000	2000-2001	2001-2002	% change
Hardware & software maintenance	90,000	37,000	0	--
Laboratory Maintenance	0	0	20,000	100%
Network maintenance	25,000	8,000	6,000	-33%
Server maintenance & support	32,000	32,000	30,000	-7%
College lab equipment replacement	64,000	90,000	110,000	18%
Student wages (lab support)	50,000	94,000	60,000	-57%
	<u>261,000</u>	<u>261,000</u>	<u>226,000</u>	-15%

**Possible allocations - No change in tech charge**

Assistive Technology	2,000
Atmospheric Science	22,000
Business Expenses	2,000
Central Systems & Services	231,000
Departments - half Staff	22,500
Departments - Software	30,000
Scholarships	42,000
unallocated	68,500
	<b>351,500</b>

unallocated - half staff?	22,500
unallocated - CITRIX project?	40,000
unallocated - Dept. allocation for maint?	20,000
<i>balance</i>	14,000

**Possible allocations - 5% increase in charge**

Assistive Technology	2,000
Atmospheric Science	22,000
Business Expenses	2,000
Central Systems & Services	231,000
Departments - half Staff	22,500
Departments - Software	30,000
Scholarships	42,000
unallocated	90,500
	<b>351,500</b>

unallocated - half staff?	22,500
unallocated - CITRIX project?	40,000
unallocated - Dept. allocation for maint?	20,000
<i>balance</i>	8,000

# Primary Major & Class

	Undergraduate					Graduate			Total
	Freshmen	Sophomore	Junior	Senior	Subtotal	I	II	Subtotal	
<b>Applied Human Sciences (continued)</b>									
Teacher Educ - Biology	0	0	0	9	9	0	0	0	9
Teacher Educ - Biology/Nat Res	0	0	0	2	2	0	0	0	2
Teacher Educ - Business Educ	0	0	0	6	6	0	0	0	6
Teacher Educ - Chemistry	0	0	0	4	4	0	0	0	4
Teacher Educ - English	0	0	0	6	6	0	0	0	6
Teacher Educ - French	0	0	0	1	1	0	0	0	1
Teacher Educ - Marketing Educ	0	0	0	1	1	0	0	0	1
Teacher Educ - Mathematics	0	0	0	2	2	0	0	0	2
Teacher Educ - Physical Educ	0	0	0	1	1	0	0	0	1
Teacher Educ - Social Studies	0	0	0	14	14	0	0	0	14
Teacher Educ - Spanish	0	0	0	1	1	0	0	0	1
Teacher Educ - Speech	0	0	0	1	1	0	0	0	1
Teacher Education	0	0	0	1	1	0	0	0	1
Teacher Education-Conditional	0	0	0	13	13	0	0	0	13
TechEdTrng/FireSrvMgt&Training	0	0	1	0	1	0	0	0	1
Technology Educ and Training	0	0	4	9	13	0	0	0	13
Type D Certification	0	0	0	0	0	10	0	10	10
<b>Total College</b>	<b>345</b>	<b>560</b>	<b>713</b>	<b>1,198</b>	<b>2,816</b>	<b>556</b>	<b>113</b>	<b>669</b>	<b>3,485</b>
<b>Business</b>									
Accounting	31	33	60	78	202	0	0	0	202
Business Administration	0	6	9	4	19	66	0	66	85
Business Open Option	171	76	13	4	264	0	0	0	264
Finance-Real Estate	9	54	106	132	301	0	0	0	301
Information Systems	56	93	135	171	455	0	0	0	455
MBA - Accelerated (11-month)	0	0	0	0	0	28	0	28	28
MBA - Denver	0	0	0	0	0	1	0	1	1
MBA - Evening (2-year)	0	0	0	0	0	87	0	87	87
MBA - SURGE	0	0	0	0	0	45	0	45	45
Management	62	58	89	114	323	0	0	0	323
Marketing	48	69	113	161	391	0	0	0	391
<b>Total College</b>	<b>377</b>	<b>389</b>	<b>525</b>	<b>664</b>	<b>1,955</b>	<b>227</b>	<b>0</b>	<b>227</b>	<b>2,182</b>
<b>Engineering</b>									
Atmospheric Science	0	0	0	0	0	47	41	88	88
Bioresource & Agri Engr	2	3	12	11	28	13	7	20	48
Chemical Engineering	20	24	27	60	131	20	8	28	159
Civil Engineering	50	63	66	134	313	63	79	142	455
Electrical Engineering	53	55	75	104	287	83	33	116	403
Engineering Open Option	2	1	0	0	3	0	0	0	3
Engineering Science	8	5	5	11	29	0	0	0	29
Environmental Engineering	7	7	3	13	30	0	0	0	30
Mechanical Engineering	76	99	116	172	463	33	33	66	529
<b>Total College</b>	<b>218</b>	<b>257</b>	<b>304</b>	<b>505</b>	<b>1,284</b>	<b>259</b>	<b>201</b>	<b>460</b>	<b>1,744</b>
<b>Intra-University</b>									
Cell and Molecular Biology	0	0	0	0	0	12	17	29	29
Ecology	0	0	0	0	0	39	52	91	91
International Exchange	12	0	8	14	34	0	0	0	34
Intra-University Specials	78	14	13	103	208	119	0	119	327
Miclr, Cellulr&Intgrtv Nrsncs	0	0	0	0	0	1	2	3	3
Open Option	97	61	24	6	188	0	0	0	188
Open Option Seeking Business	313	324	107	16	760	0	0	0	760
Pre-Business	2	1	1	3	7	0	0	0	7
Pre-Restaurant and Resort Mgmt	0	6	2	1	9	0	0	0	9
Pre-Technical Journalism	63	119	82	13	277	0	0	0	277