I. Chairman Evan Buelt called the meeting to order at 3:08 p.m. in PUB 303
II. Evan entertained a motion to approve the minutes from 11-29
   a. Evan moved to approve the minutes
   b. Matt H. seconded
   c. Motioned passed unanimously
III. New business
   a. Introduction of TechFee Q&A
      i. Matt B. discussed proposal process and deadline – upcoming Winter Quarter Schedule. Site visits, and reading of proposals.
      ii. Dave asked if it was an option to have the proposals in an envelope for people to grab packets. Techfee consultant could organize envelopes.
      iii. Matt B. discussed proposal checklist.
   b. JFK Projectors memo from Doris Munson
      i. JFK requesting projectors requested 2 projectors to be awarded out of cycle or early from the spring allocation. Hi usage and damaged equipment has diminished the pool. Pool went from 10 to 5 units. Matt Brown discussed the memo and funding out of cycle history with the STF.
      ii. Request was for 2 x $2,000 projectors
      iii. In spring they would like to have 13 projectors total
iv. Dave asked if there would be a price break with a purchase of 5 projectors instead of 2 projectors.

v. Committee discussed memo

vi. Dave motioned that the consultant purchase minimum 2 up to 5 projectors if there is a discount.

vii. Brandon seconded

viii. Motion passed unanimously

ix. Chin asked Matt B. if the library would want more than 13 projectors

x. Matt B. discussed the records keeping process of the JFK library concerning student records and lack of stats for a per quarter checkout of each projector.

c. Student Kiosk Placement

i. Evan asked Matt/Burke if we had 5 kiosks to place

ii. Matt B. discussed the process so far in fabricating the kiosks

iii. Matt H. liked the idea of Showalter

iv. Evan mentioned that James had mentioned Patterson

v. Brandon suggested a building that didn’t have a primary computer lab

vi. Evan asked for options for other 3

(1) Matt B. mentioned that the 3 kiosks in the pub are still highly used

(2) Matt B. mentioned Martin Hall, Art Complex

(3) Dave suggested Phase, looking into a port

vii. Matt B. mentioned Riverpoint and WSU authority

viii. Chin discussed problems with location and authentication of students. Health sciences was suggested as a better place.

ix. Evan mentioned that ASEWU has put more emphasis on working with other campuses.

x. Matt mentioned prioritizing locations because 7 were mentioned for 5 machines

xi. Phase, Kingston and Showalter and Patterson, committee discussed different buildings. Also discussed how students on the committee didn’t know about certain labs located in certain buildings. Brochures and flyers, marketing suggested which list different computer labs.

xii. Dave suggested keeping second wave of kiosks on the Cheney campus for convenience, repair and maintenance.
xiii. Evan B. summarized 5 priority locations: showalter, patterson, Kingston, Communication and phase

d. Proposal ideas
i. Matt B. handed out a two page document with some ideas for different ideas for the Techfee to look at.
ii. Evan asked for explanation of laptop, he discussed a meeting he had with Doris and JFK about lack of space for checkout expansion
iii. Matt B. mentioned that Carl Combs is looking at a checkout service in the PUB lab. Also, that JFK doesn’t want to expand past 160 laptops
iv. Jarod mentioned starting up a podcast for EWU for people to download, sport updates
v. Dave said that EWU is doing an itunes university but it is still in development but not being advertised
vi. Brandon said it would be good to have the eastern on podcast
vii. Matt B. said putting together software for students to make their own podcasts, radio station. Also mentioned itunes U. contract as well as students using Mars lab to record their music.
(1) Dave said Blackboard podcasting, STF podcast and a possible fall quarter 07 release time. Issues with scaling service.
   (a) How to make it easy for student to do, cost of service
viii. James said more advertising for Techfee so incoming classmen would know more about labs and availability of services
ix. Dave had an idea for live video teleconferencing with other universities which would be targeted at students for student usage. Or an eyeball cam on the kiosks for video chat/conferencing.
x. Brandon said web interface to listen in to a class if you have to miss or stay home. Or at least a recording available for download on black board.
(1) Jarod asked about attendance and whether it would count
(2) Chin said web cams in every class, cost associated, instructors moving out of frame, issues with keeping cameras on and convincing instructors to do it
xi. Chin asked if there was specific podcasting software. Dave described garage band and hardware/software that he uses for his podcasts. Also, students doing it themselves, recording classes and posting them to a
Dave described other universities where only one person takes notes and makes copies for class.

(1) Brandon talked about funding for JFK library to checkout equipment to students so students could record classes. Recording/camera device.

xii. Brandon said blackboard backpack wasn’t on the list.

xiii. Evan asked Dave about blackboard. Students asking about course section search. Unable to look up history classes by “hist” and how the search isn’t working. What to type in and how to type in? James said that course id works when others don’t.

xiv. Dave said the product works consistently; however, when instructors create courses if they don’t put course id, title, instructor in the title then the search engine doesn’t find it. Dave talked about educating students to keep using search methods and educating instructors to enter information correctly when they.

xv. Evan B. asked for a Q&A or tips in the search section to help students understand the issue.

xvi. Dave asked if any of the students had received a starting with Black Board flyer from their instructors. None of the students had seen it.

IV. Jarod and Matt H. had to take off at 3:50 p.m.

a. Dave suggested reading general access proposals first while Matt B. requested an email reminding everyone of the Jan 31 meeting

V. Evan B. asked if anyone had anything else to discuss

a. James R. referred to other blackboard issues: instructors who don’t like the internet

b. Brandon asked how faculty are trained, or if they’re trained, or how to teach instructors to use it

c. Dave discussed training programs in place. Evan asked if the instructors are motivated to attend the training. Dave also discussed student push for blackboard and faculty asking for courses because students are asking for courses.

d. Dave discussed training, 2400 courses offered 1200-1300 of them on blackboard. About 2/3 of students use blackboard every quarter.

e. Evan B. discussed ASEWU retreat to compile a list of things to send to departments and instructors

f. Chin explained incentive to instructors/departments to use blackboard because it saves colleges printing costs.
VI. Evan asked if James had any more information from the dorm standpoint
   a. James liked the podcast idea, which would help out freshman a lot with
      orientation and campus knowledge, awareness of STF services and locations

VII. Matt B. suggested a sub committee for creating proposal for podcast, a way to
     organize service so students could use it and figure out costs, logistics of
     providing services. Using myspace for distribution.
     a. Brandon suggested using netstorage/personal website for distribution
     b. Matt described itunes u, myspace subscription. James mentioned using a test
        group to try out the service in one class. He also liked the increase of
        communication among students.
     c. Chin suggested that maybe James could make a proposal for it.

VIII. Brandon brought up hi speed internet versus dialup
     a. Matt B. discussed calls he made to Century Tel to try to negotiate deal and
        lack of feedback. Brandon also mentioned costs associated with landline and
        Century Tel while most students only have a cell phone.
     b. Davis Communication said they would work on a discount.

IX. Evan B. asked for other items
    a. Brandon that the campus alert system would be nice, neat to increase
       communication among students. James also mentioned sign in page for
       wireless internet with a greeting page rather than a “you’re signed in” page.
       Brandon liked idea of chat room. James mentioned how he knew about death
       of James Irwin from a chat function of a video game before the media and
       news knew.
    b. Evan asked if there was myspace for ewu? An official one. Brandon
       mentioned one with about 1,000 users that wasn’t very active.

X. Dave Dean moved to adjourn

XI. Chin econded

XII. Meeting adjourned 4:11 p.m.