STFC MINUTES  
Wednesday, May 16, 2007  
Pence Union Building, 3:05 p.m.

Student Members Present:
Evan Buelt – ASEWU Technology Advancement – STFC Chair
Justin Fry – Student at Large
James Riddle – Student at Large
Matt Hawkins – Student at Large
Brandon Kassap – Student Representative Pub Lab

Non-Student Members Present:
Chin Kuo – Business and Finance

Ex-Officio Members Present:
Matt Brown – Student Technology Fee Consultant
Burke Fitzpatrick – Student Technology Fee Consultant

Meeting called to order at 3:05
1. Minutes from 4/25/07 meeting
   a. James moved to approve minutes
   b. Brandon seconded
   c. Motion passed unanimously
2. Report by Chair on the Board of Trustees meeting.
   a. Evan said budget approved by ASEWU and BOT. The meetings had gone well and no one had problems or concerns with the budget.
   b. Evan congratulated Justin Fry for being elected as new chair of Techfee committee
3. Consultant Reports and New Business
   a. Matt B. said MARS lab had missed a camera on their proposal and would like to add it in. Lance and Grant would like to purchase it. Some discussion about type of camera and the fact that items for the camera had already been approved (cases and lenses). The camera would cost about $1,250 dollars.
      i. Justin moved to approve the camera
      ii. Matt H. seconded
      iii. Motion passed unanimously
   b. Matt B. asked committee for input on the proposal system. The consultants planned to redesign the online proposal system during the summer and were interested in what information was the most helpful for making award decisions.
      i. James said more descriptions of line items and line item information because they were used the most.
      ii. Brandon said on line items ask questions like ‘are you replacing and why and what are you replacing with?’
      iii. Brandon said also justification, price quantity
      iv. Matt B. talked about trying to cut down some of the redundant info and the amount of text people were adding.
v. Replacement, new, pilot labels
vi. Matt B. talked about prompts for different types of services
vii. Justin requested a section to estimate student impact
viii. Matt B. handed out the questionnaire used to evaluate proposals
c. Matt B. talked about print credit. $12k award would equal a $9 print credit instead of the $10 requested by committee. Carl thought they could increase to $9 with the $12k allocated. Carl also asked to buy Pharos software because printer costs were not always the same but software would be more consistent from year to year.
i. Justin asked about the software
d. Chin arrived at 3:20
i. Matt B. explained it was in every lab and used to control prints
ii. Chin asked about the Pharos license and if Student Technology Fee would fund it. Matt B. talked about software and hardware costs being covered by the Student Technology Fee
iii. Chin said if you raise the printer credit then the chip revenue would be down considerably. Matt B. had estimated it at $4.5k. Chin was saying the departments had hoped to use chip money to replace printers. If that increase takes away money it might take longer 7-8 years to replace a printer.
iv. Matt B. said Carl requested that the award be changed to a $9 print credit and the $12k award be used for hardware and software. The original award had been for a $10 print credit and only hardware renewal.
v. Justin so moved
vi. Brandon seconded
vii. Motion passed unanimously
e. Burke mention Doris’s email about pay raises for laptop technician
i. Chin asked if it was a media assistant, said the tech needed a raise
ii. Matt asked about Café technician and if they would qualify for a raise as well. Burke said that they way Carl Combs had budgeted his student worker the pay raise was built in. Doris had been more exact in her request, specific to the penny, and now had to request more.
iii. Brandon moved to approve the raise for the JFK laptop technician
iv. James seconded
v. Motion passed unanimously
f. Burke mentioned checkout allowance for repairs. The consultants wanted to setup an allowance of $10k to help replace broken equipment throughout the year rather than have the service unavailable until the Spring when the committee made awards. It would also help when the committee was not in session during summer and winter breaks.
i. Matt B. said an allowance would allow purchase of equipment as it broke.
ii. Chin asked if they could leave fund with Student Technology Fee consultants to pay the bill. Let JFK/MARS submit a bill to consultants and consultants can make the purchases.

iii. Evan asked if they should set aside per lab or one pool.

iv. Chin said one pool.

v. Justin said if they didn’t use it, it would stay in budget for the following year.

vi. Matt B. mentioned that about $26k would possibly be saved with PC purchase orders. So there was additional funds for replacement items.

vii. Chin said the replacement funds should not be applied to departmental labs, only the GACL.

viii. Chin moved to set aside the $10k replacement fund during the year for general access labs/checkout

ix. Justin seconded

x. Motion passed unanimously

If committee wanted to set aside the remaining dollars for a specific thing? Earmark the money for something new.

i. Some discussion about broadband

ii. Matt B. talked about creating a new area in PUB with a computer center. Checkout/PUB/MARS/Techeze. He said maybe a savings plan to expand MARS checkout if it moves to PUB.

iii. Chin said he hadn’t heard anything about the SPO center moving to fourth floor of Spokane Community College. Matt B. said we were probably going to take the SPO computers and put them in the PUB or move them to other labs. Chin talked about some computers and spaces in the Phase One center that were also effected by the SPO closing.

iv. Evan asked if everything is being moved over from Monroe to PUB, would staff move as well? Matt B. said probably not because there would not be enough space for offices. The space would be used for students. Committee talked about moving some features and how most students use the PUB for something or other so a centralized location would be best.

v. Brandon mentioned adding communication software. James liked the idea of the podcasts with bulletins for campus events. Matt B. talked about iTunes U which should be live in fall with faculty and maybe Eagle Entertainment using it as well. Committee talked about recording studios to help students make podcasts

vi. Evan asked if they were going to earmark funds? Matt B. suggested expansion to equipment checkout program. Committee talked about how expansion, what parts, would be Student Technology Fee fundable.

vii. Evan entertained a motion to put $80k into a laptop checkout expansion fund next year.
1. James so moved
2. Matt H. seconded
3. Motion passed unanimously

h. Evan said he had talked to Mary Movis about student email and they had said student email would be live in the fall. Evan asked what would happen to the STF email now? Matt B. didn’t know because no one had talked to him about it. Evan said Alicia had been setting up a meeting for him with Mary Movis. Matt B. and Justin offered to go.

i. Evan asked if there was anything else? Some general talk about wireless in the summer and consultant reports to the chair and IR before end of Spring.

4. Evan entertained a motion to adjourn
   a. Matt H. moved
   b. Brandon seconded
   c. Motion passed unanimously

5. Meeting adjourned at 3:55 p.m.