CFT Meeting Minutes October 15, 2008


1:00pm Call to Order

Introductions

1) J.L. proposes annual 5% increase in tech fees
   a. T.H. seconds motion
   b. Will be voted upon at the next meeting

2) J.L. presents purchases of two new printers, a color and B&W for Shepardson 222 lab, existing color printer in Shep 222 will move to NESB, leaving Shepardson with 2 B&W printers and a new color printer. Cost for B&W ~$4,000, cost for color ~$5,000
   a. K.A. motions
   b. T.H. seconds motion
   c. Vote: Unanimous decision for purchases

3) Webserver purchase for undergraduate students in lieu of forced migration of simla/hokey to Google services
   a. Discussion: 2 blade servers w/ VM Ware allows for redundancy and backup, cost ~$16,000
   b. J.L. proposes further research and discussion, and an electronic vote upon a later date.

4) Purchasing of a switch for plant sciences (refer to agenda for details)
   a. T.B. proposes further discussion at a time when Adam (student requesting switch) is present.
   b. J.L. seconds, will be discussed upon a later date when Adam is present
   c. Discussion: DARE has a similar issue – will be discussed upon a later date

5) Large format printing – Purchase of a plotter for Shepardson undergraduate labs
   a. Cost: $7,000-$9,000
      i. Discussion: Graduate Student Usage?, Print Quotas, Maintenance and Supplies, Warranty
   b. L.S. Motions for purchasing of a plotter
   c. E.K. Seconds motion
   d. Vote: Unanimous decision for purchase
   e. Subcommittee formed for further research and discussion: L.S., J.L
      i. Subcommittee will report back to CFT at the next meeting

6) E.P. presents and clarifies budget issues in regards to IRM lab and carry-over of funds per T.H.’s concerns discussed via e-mail
   a. Discussion and clarification of “carry-over” by E.P. and J.S.
      i. Conclusion: If you don’t spend your allotted budget by June 15th, it will no longer be available to you.
      ii. E.P. will develop verbiage to be added to the by-laws
         1. J.L. will distribute verbiage for electronic vote upon a later date.
      iii. Monthly budget reports requested by T.H. and T.B. to establish further internal monitoring of budgets by committee

2:25pm Meeting Adjourned