

Charges for Technology Fee Committee

Meeting Minutes

April 27, 2011

Meeting was called to order at 2:10 pm by Annie.

In attendance: Annie Heiliger, Tamla Blunt, Ed Peyronnin, Larry Karbowski, Mark Allis, Megan Semlar, Riley Strand, Jessica Igo and Natalie Shaka.

Review/Approval of minutes: minutes were available at meeting. Annie moved to approve minutes and Jessica seconded. Group voted and minutes were approved.

Old business: Mollie's requests for the NESB lab were discussed. The large feed scanner and Google Sketch up-pro were approved. However, Larry explained that the lab is already full and rearrangements need to be made in order to fit more equipment (such as the plotter and second scanner) to the room. Ed supported the argument that more space is needed in the lab to fit new equipment. Annie noted that more detail is needed to decide on the HP color plotter and the second color scanner in order to approve the request. She will request cost information from Mollie. Regarding the Google Sketch-Up Pro, Larry will look into finding a professor to sponsor it so maybe they can get it for a lower price or even for free. NESB is currently using Sketch-Up 7 and 8, but Larry will look into getting the Pro for less than \$500 per license. It currently costs \$30 per seat for the Sketch-Up Pro. Larry asked for JMP/Qualtrics input, and Jessica requested 6 JMP licenses and 3-4 Qualtrics licenses for their lab, and Annie's lab will need 3 to 4 JMP licenses.

Tamla made a motion to table the issue for the Skecth-Up Pro in the fall, after Larry will contact a professor for sponsoring. Ed said that in general, committee members should supply more detailed information when they are making requests, explaining how they will fit equipment into labs, etc. Larry mentioned that NESB students can also use the plotter in 222 Shepardson for now.

New business: The budget left for this year is \$17,367, which does not include paper, toner, student hours and salaries. Ed asked for any other requests to be sent before July 1st. He then gave an overview of the progress with smartboards for classrooms and the Taylor center. Smartboards have already been accounted for in the budget, and there will be a product presentation on May 3rd, in Room 8 of the Animal Sciences building. Larry discussed the need for a sheet feeder tray in the NESB lab, in order to make the room wheelchair-accessible. The committee voted and the amount of \$950 was approved for the feeder tray. Larry has received a quote of \$652.01 for desktops (8 GB memory) from HP. He will expect emails from committee members on what they need in each of their labs before ordering replacement monitors or desktops.

The committee voted by acclamation for the 2011-2012 members and officers:

Chair – Annie Heiliger
Vice Chair – Jessica Igo
Secretary – Megan Semlar

Ed will contact department heads and make sure each department is represented on the committee.

Next meeting will be in August.

Motion to adjourn was made by Annie at 2: 55 pm.