

## Charges for Technology Fee Committee

### Meeting Minutes

September 22, 2010

Meeting called to order at 12:05 pm by Ed Peyronnin

In attendance: Ed Peyronnin, Larry Karbowski, Teri Howlett, Annie Heiliger, Tamla Blunt, Kevin Kasberg, Jessica Igo, Robyn Scherer, Curtis Hilderbrandt, Megan Semlar, Sarah Puerner, Mark Allis, Mollie Simpson, Jeff Masterson, Lindsay Culkin, Natalie Shaka

Review Membership and Duties: Membership duties were discussed briefly and followed by the election of new Officers.

Election of Officers - The new elected officers are as follows:

Chair: Annie Heiliger

Vice Chair: Mollie Simpson

Secretary: Julie Hobbins (alt: Natalie Shaka)

Review/ Approval of minutes: Minutes were approved by Chair

Review Last Year Budget and Policy Changes (Peyronnin): There was a review of the funding model and a need was raised to confirm the budget left since the number given is a predicted value from other Fall semesters. Discussion included provisions for all undergraduate and graduate labs and whether all graduate labs will continue to have the same databases. It was decided that graduate labs continue to run the same way as always, with some minor changes. New computers are now bought in May and received by the summer months so that the labs are ready by the new academic year. A subcommittee will be set up to discuss matters of timeline, money expenditure, equipment and locations. Decisions need to be made by July 1<sup>st</sup> whereas the report has to be ready by March. Subcommittee members were voted to be Sarah Puerner and Mark Allis. The subcommittee will report at the next meeting and they will be projecting the anticipated Fall numbers (except for scanners).

Review System Upgrades (Karbowski): The webserver was upgraded during the summer and there was some discussion on what will happen during the winter break. Terminal services were brought up in the discussion and the ability of using AUTOCAD. Work is being done in order to get student help services set up in each of the graduate labs, where accounts will be set for all registration years for agriculture students and on a semester basis for non – agriculture students. The Aries database was changed therefore all students had to create new accounts.

Review Last Year Facilities Upgrades: Air conditioning was installed in 220 Shepardson during the summer. 200 new workstations are now available in virtual space so that students can access applications such as Microsoft Office, Photoshop, ArcGIS remotely (Peyronnin). The NESB Undergraduate lab was remodeled and upgraded from 25 to now 38 computers available for use. The layout of the lab was also changed (Karbowski). In the Plant Sciences buildings rooms 5, 8 and 9 were upgraded to smart rooms with projectors and a desktop computer available in room 9. In Shepardson 206 flat screens were installed (Peyronnin). The review was followed by some discussion on the duties of UFAB, AgFAB and CFT in relation to fund administration. Some projects that should be started in advance include improvements in the ARDEC facility and room W1 in the Soil and Crop Sciences building.

Next Meeting: Date will be determined by email and sent to members by Chair Annie Heiliger.

Meeting called at 1:03 pm.