



October 21, 2016, 3:30 PM-4:30 PM

Bissell Building, Inforum, BL728
140 St. George Street, Toronto, Ontario

Present: Danielle, Jaisie, Alice, Tristan, Dani, Lari

Regrets: Christoph, Ivan

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Agenda

1. [Old Business](#)

1.1. Action Items Update

2. [New Business](#)

- 2.1. Introductions: welcome new reps!
- 2.2. Update: Studio 307
- 2.3. Committee roles & strategic planning
- 2.4. Vote: Request for technology acquisition
- 2.5. Vote: Request for event funding
- 2.6. Update on new Tech Fund laptops
- 2.7. Vote: Mountmaking workshop
- 2.8. Remaining business



Unapproved Minutes

1. Old Business

- 1.1 Action Items Update (3:30-3:35)
 - i. Action Items

ID	WHO	WHAT	STATUS
1	Danielle	Send new bylaws to MUSSA for approval	Alice to present at MUSSA on Oct. 19
2	Lari	Source cost of tech request on U-Source	Done

Alice: wasn't that much going on; bylaws passed without issue; 307 also passed; no concerns with any of this!

2. New Business

- 2.1. Introductions: welcome new reps! (3:35-3:40)
- 2.2. Update: Studio 307 (3:40-3:45)

[See report here \(Appendix I\).](#)

Vote: Funding workshop (\$275.00)

BIRT Tech Fund approves funding request for the Studio 307 Rapid Prototyping Workshop for \$275.00. Passes.

- 2.3. Committee roles & strategic planning via [Yearly Activities doc](#) (3:45-3:55)

October/November tasks by role:

- Chair/Treasurer — draft budget, draft purchase strategy
- Treasurer — meet with Kathy Shyjak, budget reconcile with approved expenses
- Secretary — take over meeting/RFF responsibilities, advertise RFF program
- Workshops — plan for fall & winter term
- Referendum — meeting, referendum statement

Alice: Interested in referendum

Tristan: Treasurer



Jaisie: Workshops
Danielle: Secretary

Discussion on referendum

2.4. Vote: Request for technology acquisition (3:55-4:05) — *this has been revised from original request; revisions indicated in italics*

Request via Google Form from Jaisie Sin

Project Name: Technology Loans

Project Cost: *Student originally quoted at \$1,366.00; updated price with USource numbers & iPad Pro: \$2122.28 with 9.7 inch iPad; \$2,372.28 with 12.9 inch iPad*

Cost Breakdown:

- Apple Pencil – which does work with the iPadPro only - \$122.29 (Via USource)
 - *ADD TO MOTION: either 12.9 inch (128 Gb) iPad pro - \$1,179.00 or 9.7 inch iPad Pro (128Gb) - \$929.00*
- Wacom Intuos Art Graphics Tablet (Medium) - \$316.85 (from Staples) (Via USource)
- Oculus VR — *\$599.00 at Oculus.com* | *Via Lari: "The Oculus VR cannot be purchased through a USource vendor, so we would have to procure from the vendor's web-site or maybe we could have the Bookstore provide a custom order."*
- Samsung Gear VR - \$183.85 (from Staples) - *currently out of stock, \$155.14 (from Grand & Toy) - in stock (Via USource)*

Project Description: I would like to suggest additional items to be made available for technology loans at the iSchool, namely: [the Apple Pencil](#), [Wacom Intuos tablet](#), [the Oculus VR](#), [the Samsung Gear VR](#). The Apple Pencil would supplement the iPads that are already available for technology loans. Additionally, the Apple Pencil and the Wacom Intuos tablet would both serve as tools for iSchool students, in particular those interested in drawing and illustration for their projects. The Oculus VR and Samsung Gear VR would allow for the development of projects involving 3D virtual reality environments, such as video games.

- For VR, Alice/Dani to research applications for MMst; Jaisie will research different options in terms of gear; we will present to MISC/MUSSA in November/December (see to do's)
- Separate out VR discussion

BIRT the committee approves the purchases of the Apple Pencil, 12.9 inch iPad Pro, and Wacom tablet (approximately \$1618.14). Passes.

2.5. Vote: Request for funding (4:05-4:10)

Request via Google Form from Jake Miller

Project Name: Intro to Hadoop

Project Cost: \$70.75

Project Breakdown:



Item(s)	Cost
Box of treat size candy	9.99
2 bags chips	7.70
Metro fruit carousel	12.99
Metro veggie carousel	11.99
2 bottles of pop	2.98
2 bottle of juice	6.98
Dixie cups	4.49
Plates	5.49

Total 62.61

With taxes: 70.75

(All prices are based upon full price at Metro)

Project description: ACM has been fortunate enough to invite big data expert, Alexander Rohvarger, Technology Architect at TELUS, to come and give an introduction to Hadoop. The talk will be held on October 27th from 4-6pm. We request funding to provide a few refreshments for attendees.

BIRT the committee approves the funding request for \$70.75 for Jake Miller to fund the ACM Learn Hadoop event refreshments. Passes.

2.6. Update on new Tech Fund Laptops (4:10-4:15)

DK: Yay: new laptops are in circulation effective Wednesday, Oct. 19. Boo: due to IT restructuring, Deep Freeze software was not installed on these to ensure protection against viruses. Anna Oh has suggested they may be able to install this in future with the new IT assistant student hired by the Inforum.

LL: They also don't have MS suite

2.7. Vote: Mountmaking workshop (4:15-4:25)

Last year's cost: \$2,402.53

	Category	Item	Budgeted	Actual
2/9/20 16	Mount Making with Devorah Romanek Workshop Fee	Devorah Romanek Tech Fund Workshop Jan 16	\$500.00	\$498.50
1/21/2 016	Mount Making with Devorah Romanek Workshop Travel Expenses	Avenue Travel #387358 - TF workshop Romanek	\$1,190.29	\$1,190.29



1/21/2 016	Mount Making with Devorah Romanek Workshop Supplies	19-Jan-2016 AVESSTUDIO7153869097WI		\$49.18
1/22/2 016	Mount Making with Devorah Romanek Workshop Supplies	20-Jan-2016 Amazon *Marketplce CAWWW.AMAZON.CAON		\$42.93
1/28/2 016	Mount Making with Devorah Romanek Workshop Supplies	19-Jan-2016 SP * BENCHMARK CATALOG6093971131NJ		\$560.28
1/29/2 016	Mount Making with Devorah Romanek Workshop Supplies	27-Jan-2016 PAYPAL *SOCCER DK4029357733ON		\$30.43
3/11/2 016	Mount Making with Devorah Romanek Workshop Supplies	DM Brokerage Tech Fund		\$30.92

- Thought for the MUSSA reps: I think this usually is full; but supplies are pretty cheap
- maybe we should run it twice since cost of transpo is so high? Perhaps she'll offer a discount on a second workshop?

Motion: BIRT Tech Fund funds the winter 2017 iSkills mountmaking workshop. Passes

2.8. Remaining Business (4:25-4:30)

DK: Would people prefer Google Calendar invites for meetings?

Next Meeting

To be determined by Doodle Poll if not enough members present

Action Items

ID	WHO	WHAT	TIL WHEN
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1	Alice/Dani	Research VR applications for MMST	Next meeting
2	Jaisie	Research VR gear options	Next meeting
3	Danielle	Kick off purchase of iPad Pro 12.9 inch/Apple Pencil/Wacom Tablet purchase <i>24/10 Emailed Glenn Cumming & Kathy Shyjak</i>	Next meeting
4	Danielle	Follow up with JM & JW re: approved funding request	Next meeting (done)
5	Lari	Price MS Office for 6 laptops - 3 dells, 3 macs from U-Source	Next meeting
6	Jaisie	Start planning mountmaking	October-December
7	Alice/Dani	Research alternative mount-making workshop options & talk to MMst	Next meeting



Appendix

Appendix A

