

University of Toronto
Faculty of Information
Student Tech Fund Committee Meeting
January 17, 2012

Room 312, Claude Bisell Building

Present: David Jorjani (consultant), Claudio Munoz, Emily Porta, Stephanie Quail.

Absent: Rebecca Michaels, Jennie Fiddes, and Ivan Sestak,

Recorder: Claudio Munoz

- 1) Approval of Agenda
 - Second: Claudio
 - Approved: all
- 2) Reading and Approval of Minutes from December 12, 2011 meeting
 - Second: Claudio
 - Approved: all
- 3) Business Arising from Minutes
 - None
- 4) RM 417 and Inforum Computer Proposal
 - a) Late arrival of computers/software
 - Order sent
 - Computers will arrive in 11 business days (end of March)
 - Not in time for the iTea
 - b) Chairs for Inforum
 - Request to see Tier 1 vendors' catalogue of products (Patrick Cassidy)
 - Chairs in Room 538 could be an option (check with Ivan about them)
 - E-mail to Amy Weir to inquire about contacts in the comitee (Stephanie)
 - c) iTea on February 1, 2011
 - Google doc: Emiliy
 - Graphic design: Stephanie
 - Other promotion: e-mails, Facebook event page.
 - PPT: Claudio (each one to send their part through a google doc ppt)
 - Presentation [5 min max per person]
 - Tech Fund Introduction: Stephanie
 - Computer, scanners and software: Rebecca
 - Photo contest: Stephanie
 - Workshops: Claudio (MS Academy) / David (Web dev)
 - Museum aquisitions: (exhibition) Jennie
 - Room improvement: Emiliy
 - Photo Contest: Stephanie
 - Future Ideas: Emily
 - Q&A
 - Survey (to get feedback and new ideas from audience): Stephanie
- 5) Workshops
 - a) HTML, CSS, and XML workshops – Timeline for implementation
 - Differentiate scope: Workshops are meant to actually build skills. This is a series, as opposed to Student Services workshops.

- Divided into levels: “from 0 to put together your own website”.
 - HTML, CSS, Moving files from client to server (WinSPC),
 - Dynamic web development (parameters between browser and server)
- Create a document explaining what we are doing and send it to MISC members in different streams + Kathleen Scheaffer.

c) ACM – need to get subscriptions

- Get the basic suscription to try it?
- Ask Ivan to subscribe us (CAD \$20)
- If not, get them ourselves: Claudio

c) Microsoft Academy – Timeline for implementation

- Promotion:
 - Posters
 - iTea
 - To organize information session
 - On site training: Ivan (check with Ivan)

6) Computer labs and other building improvements

a) Room 224/225 – inclusion of quiet keyboards in Inforum’s order and brackets for putting hard drives under tables

- Get confirmation of purchase (from Ivan)

b) Need to get quote for glass door for Room 224/225

- Get confirmation from Ivan (he proposed asking for a quote)

c) Room 205 (projector)

- Ask Ivan about getting a new one.

d) Healthy food machines

- Looking into it (researching a Canadian company): Emily
- Include products in the evaluation (if they are healthy or not)
- To be located in the 7th floor: check outlets, or if there is any reason why there’s no vending machine there right now (check with Glen – by email)
- Check if MISC is still responsible for managing vending machines.

7) Tech Fund wiki

a) We should start using it for projects

- Create pages, based on projects, as starting docs: Claudio

8) Student lounge

a) The student lounge already has a Mac mini.

- Suggestion: purchase a monitor for it, so it can be used as both a workstation and with SmartBoard.
- Follow up with Ivan (Stephanie)
- Check status of keyboard / or use one of the old ones: Stephanie

8) Photo Contest

a) Need to get website ready for contest.

-Website: waiting for Ivan and the web developer.

-Deadline: Ideally to start the contest during the iTea week or one week after iTea the latest.

-Maybe to implement some other options (a MISC Flickr account?)

9) New Businesses: None

10) Adjourn @1:40