

March 19th, 2014, 5:15pm-6:15pm
Bissell Building, Inforum, Study Room 415
140 St. George Street, Toronto, Ontario

Present: Mari Vihuri, Desiree Fuller, Christoph Becker, Percy Lo, Laura Devogue
Regrets: Akash Venkat, Jordan-na Belle-Isle

Agenda/Minutes

1. Pending decisions

a. NVivo

- i. Options
 1. \$1000 for 4
 2. \$1400 for 6
- ii. Split cost between PhD Tech Fund and Masters Tech Fund
- iii. Poll on front page of website
- iv. What is need?
 1. Small pockets of interest
 2. Jordan-na spoke with 1st MMSt = no interest
 3. Free similar programs
 4. Not useful for all research perspectives
 5. Not available for Mac
- v. Outreach would be necessary
 1. Workshop and Faculty promotion
 - a. Workshop done previously
 - b. OISIE Librarian instructor

b. Percy's proposal

- i. Software to update machines and asset tracking
- ii. No funding on faculty side
- iii. Would facilitate maintenance
- iv. GFI Cloud <http://www.gficloud.com/>
 1. Updating Adobe, Windows, ALL the THINGS
 2. 1 year fund

- v. Tech Fund Computers - ONLY
 - 1. \$630 + Tax/year
- vi. Help faculty make an informed decision around buying licenses for other computers
- vii. VOTE
 - 1. Yes - 3 (quorum)
 - 2. No - 0
 - 3. Abstain - 0

c. USD vs CAD

- i. What currency for workshop instructor payment?
 - 1. USD
 - 2. ~ \$62 extra
- ii. VOTE for USD
 - 1. Yes - 3 (quorum)
 - 2. No - 0
 - 3. Abstain - 0

2. Ideas Party winning ideas

a. Negotiation workshop

- i. Laura created a workshop outline
- ii. Instructor - Juanita Richardson
- iii. Goal - offer during summer
 - 1. Open to returning and recent graduates
- iv. Collaboration with Laura Chuang, Kathleen Scheaffer
- v. Action Item - Follow up with Laura Chuang

b. Marketplace/forum

- i. For textbooks and/or living space
- ii. Forum/Discussion module to Drupal
 - 1. Initial time does not equal total time
- iii. Questions/Needs
 - 1. How many people would use it?
 - 2. Policy for use
 - 3. Restrictions to use?
 - 4. Who would moderate?
- iv. Survey student body
 - 1. Poll on front page of website

3. Workshop feedback

i) Live events: no one showed up to (eg Google hang-outs). The instructor was very good. Map-it workshop went very well. Very difficult to organize. Will have a budget, and difficult because of her distance of the iSchool.

4. **April meeting and next year's Tech Fund**
 - a. **Succession meeting**
5. **Documentation**
 - a. **Annual report**
 - i. **Next year**
 - b. **Exit report**
 - i. **MISC not MUSSA**
 - c. **Handbook**
 - i. **Document roles for succession**
 - ii. https://docs.google.com/document/d/1frhz9I5rdQe9TFY1LgpZc1IlefHVak8t1GTP2PpeufQ/edit?usp=drive_web
 - d. **Minutes**
 - i. **Laura will do this in April**
 - e. **Finances**
 - i. **Mari will talk to Akash about this**
6. **Other Business**
 - a. 224/225
 - i. Warranty is up
 1. Only renew for 1 more
 2. \$4,200 for extra year
 - ii. Has cause trouble in the pass
 - iii. Replacement and time cost :(
 - iv. Faculty infrastructure - not our mandate
 - v. Focus should be on mobile tech