Tech Fund February Meeting Minutes
March 12th, 2013
4:00 to 5:00 PM
7th Floor Student Lounge
Bissell Building, 140 St. George Street, Toronto

Present: Emily Porta, Octavio Escalante, Desiree Fuller, Jennie Fiddes, Periklis Andritsos, Tony Lemmens, David Jorjani

Bold - *action item, needs attention this month*
Red - *purchase confirmation or update*

1. Computer price estimate - Emily: word from Kathy?
   6 macbook pros, 6 xps
   Emily will send the specs. On November 2012, it may have changed. Tony: could they be Lattitudes could be considered. Roughly below the 25,000 limit is admissible.
   We will leave the purchases to only laptops, unless we want/need to purchase something in the summer.
   Emily: will tell Jessica that the computer is here, they will install it in the MISC office.
   Tony: Dell's delay may be a problem due to discount matters.
   MacBook are priority, although they will be ordered at the same time.
   Tony to confirm specs of 6 Dell Lattitudes and 6 13" Macbook Pros (should be about $25,000)

2. Possible new purchases:
   a. Nvivo?
      Requested by Jessica.
      Tony: Requested from PhD students. The training was run on a trial version.
      670 USD for the permanent license.
      Periklis: Get one, install in a machine.
      Emily: used for qualitative research. Will ask Matt Wells who the Tech Fund PhD rep is. Maybe we will go half-half with the purchase

   b. maker space materials?
      Create a little space with Arduinos, Raspberry Pi.
      Raspberry Pi has been permanently out.
      Emily: generate a list of equipment that must be purchased.
      - Whiteboard table.
      - Facilitate making stuff.

- ■ Arduino. Buy 5. Provider Creatron. **Octavio: Ask Matt Ratto**. How the Tech Fund can buy many of these kits?
- ■ Leap motion sensor. Approved. **Emily will send link**.
  c. Clip microphone
    i. **Tony: will purchase 2 clip microphones for the Inforum (borrowable technology)**.

3. iSI workshop progress update
    Emily: sent a message to Eva. Teacher came back from vacation. Introduction to databases. He will be here on Wednesday. Most of us should be on that meeting. How his teaching style and content might fit with our needs. Start advertising this month!
    Emily: will send us the message on when she is meeting with the teacher

4. Puppy party March 28th. Jenna:Progress. Emily: where dogs are allowed?
    Room: 310.
    Hour: 12 to 1.
    150 dollars donation.

5. Rep for MISC survey committee. Octavio: update
    Tech Fund questions are here https://docs.google.com/document/d/1ybMNmCgnwxn0Pf8k4uljBw_Fw_gHXNXksqr05hBQAPQ/edit
    It may be split into different MISC and Tech Fund surveys

    Emily: The opinion will not change much from year to year. One small survey, with complaints and suggestions would be useful. Detailed questions may not be the approach. Last year survey identified fine grained ideas.
    David: We have purchased Pi, thinking of Arduino. What else do you want?
    Octavio: send the final questions.
    Jennie: ask about major changes

Final:
- ● 1 or 2 questions general about the Tech Fund in MISC
- ● Tech Fund full survey, same as last year.
- ● **Jennie: will advertise the survey** through the necessary means.

6. Update Tech Fund information:
    a. Complete list of purchases for this year. **Octavio: will complete the list** with mintues.
        i. Emily/Octavio: Executive report from last year, review and approve.
        ii. Missing libguides.

iii. Advertisement, stickers. **Tony: will check** if he has the stickers, and if the borrowable technology has the stickers on it. If not he will get someone to put the stickers on all of the borrowable tech.

iv. K-cup coffee machine. **Jennie: we picked one. she will send email** about which one was picked. Emily: around $250 is the budget.

b. Pending purchases promised since last year
c. Plans for next year
d. Money on the account
 i. Periklis: 117,460 Minus expenses. 105,000 today approximately.
 ii. PhD 41,000
e. Expected contribution for next year. 352 students this year, maybe ⅔ full time? Available resources $27,600 next year + what we have today.

7. Tech Fund Referendum iTea.
 a. Octavio: Spoke with Kathleen Scheaffer.The date was set for March 20th
 b. We need:

1. Define content. What are we going to present that day?
$50 dollars per student. This is who we are. What did we purchase. Look at executive report with numbers. Show the Facebook page. In 1999, the Tech Fund made a good case by stating what would happen if the Tech Fund did not exist, what would not be there.
How decisions are made? What the process is. How we are open to suggestions. **Octavio: send link with Prezi.**

2. Advertise event. Send message to misc about the event. Advertise in newsletters.
Emily: will write email for MISC and iSchool, send to facebook and twitter.
Poster: Octavio will make it.
Kathleen: ask her for a template. Octavio: will create and get poster. Get the picture from the Facebook.

3. Define responsible people for the event date (room setup, food, presentation, etc.)
Everyone will be there.

8. Referendum. Octavio: blurb, update from last year purchases, advertising of voting, documentation.
 a. Word from Student Life: it would be helpful to have a budget for next year
 b. Question:
The Master of Information Student Council is seeking consent from the Master of Information students for the continuity of the Technology (Upgrade) Fund special levy. The proposed fee would stay at $50 dollars

per session for full-time students and $25 dollars per session for part-time students.

Are you in favour of the continuity of the Technology Upgrade fund in the Master of Information fees as described in the preamble?

David: is it just for MI students.
Octavio: confirm

    c.   Advertising voting days: Kim Pham offered to create a poster.

Octavio: by-laws state at least 25 people must vote for the referendum to be valid. We will strive for a good participation, of at least 100 people participating in the voting. Is there a concern with this?
Emily: It is scary.
Jennie: we will wait for the MISC opinion.

9. Mount making workshop. Jennie

Jennie: not entirely sure what will happen this year. MMSt meeting decided to have the workshop during the fall. Not feasible for this session.

  10. Information Services Committee Meeting report:
    - LibGuides - Nalini requests renewal and have to discuss ongoing support for graduating students
    - Eva would like workshop to happen asap
    - Tony is our point person for purchases

Emily: libguides is a great tool for library professionals, posted in job offerings. IT is in charge of that. Unlimited accounts could be created, more information will be coming from her.
Tony: will get information from Ivan about how it could be implemented.
Access to the guide once graduated? Ongoing, as part of their portfolio. 8 months after graduation, having found a job. How many accounts could be available through that subscription.