The TECH FUND
FACULTY OF INFORMATION

July 14, 2014, 5:30-6:30pm
Bissell Building, Inforum, Study Room 415
140 St. George Street, Toronto, Ontario

Present: Jordan-na Belle-Isle, Percy Lo, Junoh Kim, Akash Venkat
Regrets: Christoph Becker, Mari Vihuri

Agenda

1. **Introductions**
   a. **Welcome Junoh!**
   b. **Two new members (1st year MI and MMSt rep to be elected in September)**
2. **Old Business**
   a. **How to deal with issue of students registering for workshops and not attending - possible fee structure (nominal fee for FI students, more for outsiders)**
      i. More promotion through screens and posters with help from Kathleen who is coordinating them
      ii. Some spots may open externally
      iii. Some workshops will be charging a nominal fee to non-iSchool students (professionals, students from other faculties), which will be split up between involved committees
      iv. Jordan-na will forward e-mail to Akash and Junoh
      v. Junoh: can we offer these online like with KMDI? Percy says we don't have the support for webcasting and video recording but we can use our webcam and Yeti mics
   b. **New Surface have come out - are costly ($800-900) [refer to circulation stats from Anna Oh - 32 charges since October 18, 2013]**
      i. Are not popular, so we will hold off on them, based on the statistics
   c. **More sales for laptops during back-to-school period**
      i. Akash: Get more MacBook Pros?

        ii. Junoh: Could we purchase just the chargers, so students don't have to borrow the device.

    d. Percy suggests focusing on funds on checkable equipment, especially since construction might be happening in Inforum

    e. TechFund folder within MISC Google Drive, as well as TechFund's Google Drive; all TechFund stuff goes to our Google Drive while the MISC one has minutes and reports that are presented to MISC

3. **Handbook**
   a. **Available in the Google Drive. All members should review it by September**

4. **Distribution of tasks**
   a. **Website updates**
      i. Akash: Will have to coordinate with Mari and use Drupal
   b. **Coordinating meetings (date, booking room, agenda)**
      i. Jordan-na will take this on
   c. **Financial updates: budget not up-to-date? This needs to be balanced!**
      i. Current spreadsheet needs to be updated - Akash and Jordan-na will go through old e-mails, focusing on Percy's e-mails
      ii. Once budget is updated, we will send it to Kathy Shyjak to make sure it balances
      iii. Kathy Shyjak will let us know how much money we get for upcoming school year
      iv. Will be updated collectively at each meeting

5. **Annual Plan**
   a. **Should have one in place by September: which events do we need to add? Purchases?**
   b. **Fall workshops - Kathleen Schaeffer: will need everyone's preferred e-mail for a thread between TF and Kathleen re. workshops**
   c. **Orientation barbeque to reach out? [Tues, Sep 2 is orientation, Thu, Sep 4 is iSchool registration day and general assembly]**
   d. **Idea party in October?**
      i. TF swag? USB keys, waterbottles, keychains, retractable USB cables for phones, buttons (Kathleen Schaffer has the contact info for supplies)
      ii. TechFund buttons for committee members to wear to events for promotion and recognition

   iii. Junoh: Pamphlet of all the borrowable equipment and tech info around campus, N drives - in pamphlet form and online
   iv. Pre-registration event in August?
   v. General assembly in October like the Ideas Party - open forum
6. Vote for iSkills funding
 a. $2969.64 all in favor 3/3