

MISC and MUSSA 2014/2015 Tech Fund Annual Report

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Prepared by: NuRee Lee and Dawn Walker

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For more information:

uoft.me/techfund

misc.ischool.utoronto.ca/techfund

mussa-ischool.weebly.com/tech-fund.html

Students can also contact the Tech Fund at: techfund.ischool@utoronto.ca

Introduction

Who We Are and What We Do

The Tech Fund is a student-centered initiative at the iSchool that focuses on supporting the information, communication, and technology needs of the Master of Information (MI) and Master of Museum Studies (MMSt) students at the iSchool. During the 2014/2015 school year, full-time equivalent (FTE) students in the MI and MMSt programs contributed \$100 to the fund. The Provost's Office previously contributed \$50 per student to the fund, but as of 2012/2013 they no longer do.

In the past the Tech Fund committee members have used the fund to purchase new hardware and software for students in the faculty, fund workshops to promote the development of professional skills, and supply the funds for facilities and lounge improvements.

Tech Fund Mandate

To directly enhance ICT (information, communication and technology) based learning, research, exhibiting, collecting and administrative services for Masters of Information (MI), and Master of Museum Studies (MMSt).

Your Tech Fund Representatives

MI students have three representatives to the Tech Fund and MMSt students elect two representatives to sit on the Tech Fund. Each representative has one vote on all Tech Fund decisions, while the committee's Faculty and Information Technology Advisors do not have a vote.

Name & Position	Email
Akash Venkat , <i>Chair</i> Second-Year MI Student	akash.venkat@mail.utoronto.ca
Junoh Kim , <i>Secretary</i> Second-Year MI Student	junoh.kim@mail.utoronto.ca
Nuree Lee First-Year MI Student	nuree.lee@mail.utoronto.ca
Jordan-na Belle-Isle Second-Year MMSt Student	j.belle.isle@mail.utoronto.ca
Madeline Smolarz First-Year MMSt Student	madeline.smolarz@mail.utoronto.ca
Percy Lo IT Advisor	percy.lo@utoronto.ca
Christoph Becker Faculty Advisor	christoph.becker@utoronto.ca

For more information:

uoft.me/techfund or techfund.ischool@utoronto.ca

Academic Year Overview

The 2014/15 year proved busy and not all of the goals established were achieved. Percy Lo, the IT advisory, left mid-year. His departure caused purchasing delays on Tech Fund approved items, as the work wound up falling to Tony Lemmens, who joined as IT Advisor in the Spring, in addition to his existing responsibilities. Meeting over the course of the year proved challenging due to the logistics involved with coordinating across the 2nd year representatives' schedules. A new "Speed Dating" event was held and proved successful in raising awareness amongst students about the Tech Fund and how it fits in with the resources available to iSchool students. Additionally, suggestions were raised during the hand off meeting about improvements for next year.

Tech Fund Spending

Overview

Category	Income	Expenses
2013/14 Budget carry-forward	+ \$160,686.72	
2014/15 Student Tech Fund Levy Fees	+ \$45,400.00	
Equipment		-\$9,247.45
Proposals (Request for Funds)		-\$821.04
Workshops		-\$4,596.26
Year End	\$ 146,021.97	-\$ 14,664.75

Detailed Breakdown

Technology Loan Purchases

Description	Quantity
Apple , MacBook 60W power adapter	4
Apple , Magsafe converters	6
Apple , iPad 4	4
Snugg , iPad case	2
Amazon Marketplace , Snugg iPad case	1
UofT Bookstore , USB Cable	1
Canada Computers , BENQ Monitor	1
UofT Bookstore , Cable for BENQ Monitor	1
Microsoft , Surface Tablets	2
Microsoft , Surface Tablet keyboards	2
Amazon Marketplace , Surface Tablet bags	2

Other Purchases

Description
Tech Fund Logo 1GB USB Keys, with branding
LibGuides Annual Subscription

Workshops & Events

iSkills Workshops Supplementary Funding*

Description
3D Printing
Adobe Illustrator, InDesign and Photoshop
Design Basics
iMovie
Inkscape
Mount Making
Object Photography
Posters with Punch
Prototyping With Arduinos
Storyboarding
Technology and Museums
User Experience and Interaction

* Cost only for Tech Fund portion of funding

Request for Funds

Description
AIS Open Source Comes to Campus

Upcoming Plans

Based on the activities last year as well as additional considerations, key areas have been identified to work on for the 2015-2016 Academic Year:

● **Strategic Financial Planning**

There has been a repeated increase in the Tech Fund reserves since 2011/2012. Previous members as well as the MI council have expressed interest in exploring what possibilities there are for reducing the Student Levy fees. Further, it is a priority to review the budget from last year and ensure it reconciles with the Tech Fund account.

● **Make Key Purchases**

Percy's leaving as well as the implementation of a new purchasing card system has left large purchases that were approved from Fall 2014 unfulfilled. These will have to be revisited in the summer with Tony Lemmens, the IT Advisor, to determine how to move forward.

● **Growing Workshops and Event Offerings**

The “Tech Fund Speed Dating” event held this year to introduce iSchool members to technology in circulation was considered successful. A suggestion was to bring an awareness-raising event to the beginning of the school year, possibly during orientation, so incoming students learn about how the Tech Fund can support them during the year.

Further, more advance planning, especially taking advantage of the summer months, will ensure there is ample time to work with the iSkills Workshop Coordinator. Possibilities to be explored in the upcoming year are whether high-profile Industry Speakers and having external groups provide workshops might be considered.

● **Communications and Promotions**

There is consensus amongst the outgoing board that stronger promotion of the Tech Fund should occur next year, current students do not always know what Tech Fund is and that there is the opportunity for them to submit a request for funds for technology, workshops or events.

● **Revisiting Printing Station**

There has been an ongoing discussion about whether to add a printing station to the 7th floor Student Lounge, however there is currently an under-utilized station in BL 224/225. Options should be explored during the year about whether relocating the printer is possible (this would require analysis from Tony about server/hardware limitations) or advertising the BL 224/225 printing station are preferred more.

Conclusion

The 2014/15 Academic Year proved challenging for the Tech Fund to achieve its goals considering the loss of temporary and permanent staff. In the year ahead Tech Fund will need to review the committee structure and documentation, with an emphasis on strategizing and long-term planning in order to be more successful.