



# THE TECH FUND

## FACULTY OF INFORMATION

Subject:	Tech Fund Monthly Meeting
Date:	March 9, 2020
Time & Location:	6:30 PM to 8:30 PM Inforum meeting room 416 (Bisell)
Present:	Maya Pasternak, MISC Upper Year Tech Fund Rep Savannah Sewell, MUSSA Tech Fund Rep Vipasha Shaikh, MISC Upper Year Tech Fund Rep Vicky Jamieson, First-Year MMSt Rep Annah Oh, Faculty Tech Fund Rep Curtis Debi, Faculty Tech Fund Reps

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### 1. Old Business

#### 1.1 Action Items Update (action items from last meeting)

WHO	WHAT	TIL WHEN	NOTES
Vipasha	Contact all requesters, and confirm their approval. Contact Curtis re: equipment purchases.	Feb 17	+ Sherry Dang, Associate Registrar, <a href="mailto:sherry.lin@utoronto.ca">sherry.lin@utoronto.ca</a>  <i>Should be included in correspondence and notified of purchases.</i>

#### 1.2 Approval of Last Meeting's Minutes (tabled)

### 2. New Business

#### 2.1. Review Results of Student Survey

- [https://docs.google.com/forms/d/1QfHNMnvzEmAH\\_ieHaXutVesnk8x\\_yXTDq1t8xDuxzMA/edit?usp=sharing](https://docs.google.com/forms/d/1QfHNMnvzEmAH_ieHaXutVesnk8x_yXTDq1t8xDuxzMA/edit?usp=sharing)

#### 2.2. Draft Referendum Statement

*Modeled after:*

Continuity of the Tech Fund Levy: \$50 per annum (full-time students) and \$25 per annum (part-time students)

*Statement for 2019-2020 Referendum:*

**Continuity of the Tech Fund Levy, with a reduced fee:**

**\$40 per annum (full-time students) and \$20 per annum (part-time students)**

Full referendum text drafted here:

[https://docs.google.com/document/d/1PNIMWD8meliL\\_180gHsOJAgr8CH7mcVSY7dH6rTs2Tk/edit?usp=sharing](https://docs.google.com/document/d/1PNIMWD8meliL_180gHsOJAgr8CH7mcVSY7dH6rTs2Tk/edit?usp=sharing)



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### 2.4. Equipment Requests

2.4.1. Request No. 46: Two speakers, two microphones, cables for MISC Social Committee Events (\$1600)

**BIRT** the Tech Fund approves the funding request for speakers, microphones and cables for MISC Committee events, ***but to be processed as a general student request so that the equipment is made accessible for all students.***

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

2.4.2. Request No. 47: Kindle Paperwhite, bluetooth noise cancelling headphones, portable charger pack for MISC survey prizes (\$323)

**BIRT** the Tech Fund approves the funding request for MISC survey prizes.

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

2.4.3. Request No. 48: CART Live Captioning and gift cards for speakers for the Inclusive Design for Education Conference (\$1271)

**BIRT** the Tech Fund approves the funding request for Live Captioning for the Inclusive Design for Education Conference.

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

**BIRT** the Tech Fund rejects the funding request for gift cards for participants in the Inclusive Design for Education Conference.

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has not* passed. It is our understanding that we are not permitted to distribute gift cards because it is like distributing cash.”**



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### 2.4.4. Request No. 49: AAA Batteries (\$33)

**BIRT** the Tech Fund approves the funding request for batteries for MISC related events.

Yes - 4

No -

Abstain -

**“Be it resolved this vote *has* passed.”**

### 2.4.5. Request No. 50: Headphones, wireless phone charger, mini projector, speaker, fitbit, for MUSSA Gala (\$1090)

**BIRT** the Tech Fund approves the funding request for the following as raffle prizes for the MUSSA Gala:

Headphones \$150 x 2 = \$300

Wireless Phone charger- \$15 x 4 = \$60

Mini projector- \$145 x 2 = \$290

Speaker- \$140

Fitbit - \$300

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

### 2.4.6. Request No. 51: Megaphone for MISC events (\$88)

**BIRT** the Tech Fund approves the funding request for a megaphone for communication related events.

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

### 2.4.7. Request: 3 pairs Bose Noise Cancelling headphones (\$1500)

**BIRT** the Tech Fund rejects the funding request for 3-4 pairs of Bose Noise Cancelling Headphones [because this equipment already exists and circulation can be boosted to make them more available].

Yes - 4



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No - /

Abstain -

**“Be it resolved this vote *has not* passed. There is already equipment like this in the Inforum and some may be put into wider distribution instead of being set aside for iRelax use.”**

### 2.4.8. Request: Replacement of Microsoft Surface Six (approximately \$1500)

**BIRT** the Tech Fund approves the request to replace the stolen Microsoft Surface Six.

Yes - 4

No - /

Abstain -

**“Be it resolved this vote *has* passed.”**

## 2.5. Exit and Annual Reports

- Discussion (led by Savannah)
  - Due April 9 (final deadline)
  - Ideas to include: in September: distribute info package on how to make a request (and for what -- include events) and loaning services
  - Software support - **ideas for next year** to take on (/faculty responsibility)
    - Increased visibility

## 2.6. Theft and Retention Policy

- Discussion (led by Anna) re: student who faced theft of TF equipment inquiring about how to proceed, has offered to pay.
- Decision made to relieve the student of any financial responsibility. As there's no policy in place, the student has never consented to how theft should be handled / if they bear any financial responsibility.



### 3. Action Items

WHO	WHAT	TIL WHEN	NOTES
Curtis	Consider needed equipment	April 2	
Anna	Consider reallocation of headphones from I-Relax to general distribution	April 2	
Vipasha	Contact Sherry and confirm workflow:  Sherry Dang, Associate Registrar, sherry.lin@utoronto.ca  Needs to be notified of all purchases.	April 2	
Vipasha	Drafts a policy for 3 scenarios: damaged, lost, and/or stolen tech	April 2	
Maya	Prepare all meeting minutes for next meeting's review	April 2	
Maya	Complete Exit Report and share w/ Savannah for review	April 1 (final delivery April 9)	
Vipasha	Add financial statements to Exit Report	April 1 (final delivery April 9)	
Savannah	Contact Matt Ratto and notify him that students interested in faculty purchasing Arduino starter kits for physical computing workshop.	March 9	
Vicky	Forwards referendum text to Patty / Josh Hass, coordinates timing and distribution	Ongoing	
Vipasha	Notify requesters and coordinate purchases from today's meeting		