



THE TECH FUND

FACULTY OF INFORMATION

Subject:	Tech Fund Monthly Meeting
Date:	11/09/2020
Time & Location:	<i>Online (Zoom), 10:00AM to 11:00AM EST</i>
Present:	Usman Malik, Anna Oh, Helen Yao, Curtis Debi, Magali Delgado, Xinyi Yu, Running Zhang, Stephanie Rose
Regrets:	N/A

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1. Introductions

Self-Introduction and distribution of roles from each Tech Fund and faculty members.

2. New Business

2.1. Tech Fund Budget

- i. Tech Fund not collecting fees from students. Using budget from the past (under \$17,000 as listed in the summer). It is unclear whether Tech Fund had collected fees during summer. Usman and Stephanie will check.
- ii. A budget will be discussed and voted on for the next meeting.

2.2. Communicating with MISC and MUSSA

- i. MISC meeting coming up on Nov, 25. Tech Fund need to update them on budget and available resources.
- ii. same for MUSSA

2.3. Students Service During Pandemic

- i. We need to find out how students' demands have changed due to the pandemic and what service might need for remote learning.
- ii. In the past, students were browning laptops for Adobe licenses but this is more difficult under current situations (Curtis). Tech Fund will look into the possibility to have a shared Adobe license for students' use.
- ii. New equipment needs to purchase and replace old items. Anna will check and update for the next meeting.

2.4. Next Meeting

The end of reading week. Discuss and vote on budget, update on MUSSA and MISC.

3. New Action Items

WHO	WHAT	TIL WHEN	NOTES
Usman, Stephanie	Confirm the budget		



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Magali	Look into Adobe license for student sharing		
Everyone	Promote Tech Fund		
Anna, Curtis	Check old items and update on what need replacement		
Helen	Contact iSkill coordinator		
Xinyi	Schedule the next meeting for after the reading week.		Donate/ reuse/ throw away

4. Appendix