



THE TECH FUND

FACULTY OF INFORMATION

Subject:	Tech Fund Monthly Meeting
Date:	12/7/2020
Time & Location:	<i>Online (Zoom), 9:30AM to 11:00AM EST</i>
Present:	Usman Malik, Anna Oh, Helen Yao, Curtis Debi, Magali Delgado
Regrets:	Running Zhang

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1. Old Business

1.1. MISC and MUSSA Meeting Update

Both are going smoothly. MUSSA will be promoting funding request form.

1.2. Social Media Communications

Usman shared on Facebook, discord, MISC will share on their newsletter this term and next. It might be too late into the term for students to request material

2. New Business

2.1. New Equipment Purchases, Renewals w/ iSchool Contacts

- i. Dell laptop: need new ones. (in the past usually get the newest model)
Central IT should have recommendations (Curtis will send a list), Tech Fund decide number of purchase. Curtis will purchase on Usource. This is not urgent, currently student use iSkills ones. 12 (purchased by past Tech Fund) needs to be replaced for loans.
- ii. Anna asked about Adobe license for MMST students, Magali: it's covered with Tech fund, license will be given back after use.
- iii. Usman: remote software to access hardware. Need to consult central IT.
- iv. Mac books update: 12 older ones still working, may need update.
- v. Surface Pros: old, can't run digital working station (Microsoft in general)

2.2. iSkills Workshop discussion: Mental Health First Aid iSkills workshop

Helen will follow up. \$3000 budget for iSkills in total.

2.3. Policy for Stolen or Lost Articles Discussion

General idea brought up last year. In the past usually deal with it case by case. Sometimes students will replace it if lease is lost, sometimes by Tech Fund. Other libraries have penalty for lost items.

2.4. MUSSA End-of-Term Party Raffle Prizes

MUSSA is requesting items for an end-of-term party: **\$212.23, including taxes and shipping, for a total of 4 items.** MUSSA will be responsible for coordinating shipping to the winning



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parties. They can pay for the items up front and then submit a reimbursement if that is possible.

Need to discuss with MUSSA and confirm the shipping and purchase

Item	Store/Source	Link to Website	Quantity	Cost pre-tax (\$)
Mini Projector	Best Buy	https://www.bestbuy.ca/en-ca/product/mini-projector-artlii-pocket-projector-for-kids-compatible-with-chromecast-tablet-ipad-laptop-macbook-blue-ray/14939669	1	\$74.74
Bluetooth Speaker	Best Buy	https://www.bestbuy.ca/en-ca/product/sony-xb12-extra-bass-waterproof-bluetooth-wireless-speaker-black/13497600?icmp=Recos_3across_tp_sllng_prdcts&referrer=PLP_Rec_o	1	\$59.99
Best Buy Gift Card	Best Buy		2	\$20.00

2.4.1. Vote

BIRT [Be it resolved that] the Tech Fund approve the funding request for xx.

Yes -

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

3. New Action Items

WHO	WHAT	TIL WHEN	NOTES
Curtis, Usman	Follow up on possibility of new item replacements and software (MacBooks, Dell laptops, remote access software)		
Magali	Follow up with MUSSA about raffle items list		



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	approval and figure out how funding will be distributed		
Usman, Magali, Helen	Distribute secretary duty	During break	
Anna	Updating website in regards to student responsibility		
Usman, Magali	Promoting Tech Fund, Letting students know about resources for next term		
Usman	Go over the list of inforum items again		
Helen	Follow up on iSkills Workshop for Mental Health First Aid		
Usman, Magali, Helen	Think about what happened to the old items (donnations?)	Next Meeting	Donate/ reuse/ throw away

4. Appendix