

**MINUTES**  
**TECH FEE COMMITTEE MEETING**  
**April 4, 2018**  
**12:00 pm to 1:00 pm**  
**Russell Lounge, Russell Building**

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**PRESENT:** Jonathan Beddoes, Co-Chair  
Keith Millan  
Rick Finney  
Jonathan Watts  
Jason Hare  
Chris Leigh  
Mike Wakely  
Kleighton Burns  
Gabriel Stacey-Chartrand  
Sean Watson  
Holden Reich

**REGRETS:** Stephen Meijer

**ABSENT:** Michele Brown  
George Vincent, Co-Chair

**RECORDER:** Laura Kryger

**APPROVAL OF AGENDA** - Unanimously approved.

**APPROVAL OF MINUTES** – October 20, 2017 and April 7, 2017

**MOTION** by Kleighton Burns THAT the minutes from October 20, 2017 and April 7, 2017 be approved. **SECONDED** by Mike Wakely. **CARRIED.**

**BUSINESS**

a) Introduction of next year's UMAPS rep. M. Wakely announced that Andrew Treger, MCP student, will join the committee in September 2018.

**PROPOSALS**

**AIREX Particle/Dust Collector Proposal (Jason Hare) - \$45,500.** The risk of metallic dust explosions will need to be followed up/clarified with AIREX. Even though volumes are very small, we still need assurances of safety. J. Hare will follow-up and report back to Dean Beddoes. It was decided that the allocation of funds will be contingent on satisfactory assurances from the supplier and Physical Plant's confirmation/elimination of risk factors. Documents will be reviewed by J. Hare and Dean Beddoes before moving forward. APPROVED PENDING CONTINGENCIES.

**Items for Sculpture (Rick Finney) – up to \$1500.** Architecture students have been using the Fine Arts facility. The items listed will replace some of the tools that were used by our students. APPROVED

**Light Tables x 8 (Keith Millan) - \$10,000.** Tables will be custom-built for Landscape, ID, ED2 and Architecture and will be allocated as needed. Keith Millan will follow-up with Alan Tate on the details for a larger table for LA. APPROVED.

**Field Trip Safety Kit Duffle Bags x 3 (Keith Millan) - \$500.** Duffle bags to store/carry the previously approved safety vests and safety glasses proposal. APPROVED.

**Short Throw Projectors x4 (Sean Watson) - \$6500.** Two will replace older models and two will increase the inventory. APPROVED.

**Video Card for VR Workstation (Sean Watson/Chris Leigh) - \$1500.** APPROVED.

**Flat Screen TV and Wall Mount (Mike Wakely) - \$2500.** Will be for City Planning studio. APPROVED.

**On-Line AutoCAD and Reddit Start-up (Jonathan Beddoes on behalf of Rick Hiebert) - \$16,000.** Proposal for start-up monies for an on-line version of ID AutoCAD and Reddit courses that students could take as an elective or extra to the degree. There is limited space in the face-to-face course, so having an on-line version would handle the wait list. AutoCAD course can be up and running by Fall Term 2018, with Reddit up and running by Winter Term 2019. Rick Hiebert will develop the on-line content and ensure that courses will always be up-to-date and that the most recent version will always be offered. Up-front money (\$8000 per course) is needed to pay Rick Hiebert to get things started. A two-year upgrade cycle (one course per year) was also agreed to. Students will pay for the course and some money will return to the faculty, but this will be dependent upon enrolment. Rick Hiebert would support the on-line course by way of marking assignments and providing instructor help. Who would own the course? Dean Beddoes will check the University's policy on intellectual property ownership. APPROVED.

Student voting members would like to get a current balance/breakdown on the status of all proposals. Laura will follow-up.

#### **ONGOING BUSINESS**

- Photography rooms are up and running and the related purchases are done. The idea of purchasing extra cameras for ED will not move forward as it was noted that all students should have their own.
- Laura will follow-up with Michele on the Tech Fee balance and where projects are at, and will also formalize a process by which individuals are notified on the status of their submitted proposal, plus the follow-through on the assignment of project numbers.
- Lego has arrived and is in the PCC. Laura will look into space in the PCC for storage.

In closing, Dean Beddoes thanked everyone for their participation on this year's Tech Fee Committee.