

TECHNOLOGY FEE INVESTMENT PROGRAM

FEE COMMITTEE MINUTES

WEDNESDAY, APRIL 27, 2011

2:00 PM

Present

Robbin Watson, Budget Officer
Chris Leigh, CADLab Coordinator
Aaron Pollock, ED2
Chris Cormier, ED4
Jason Hare, MLA
Matthew Trendota M1 (UMAAS)
Kyle McStravick, UMAPS
Nikki Layne, IDEAS
Donna Mamott, Graduate Programs Assistant

Absent

Ralph Stern, Dean (Co-Chair)
Tony Wong, CADLab
Darci Madlung, IDEAS
Tamara Nyysola, IDEAS
Ian Stephens, ED3
Kyle Stratton, ED2
Aaron Short, UMAPS
Dan Dufault, UMAAS
Devin Segal, LASA
Sean Gallagher, SAS senior stick

1. Tech Votes

a. via email

Motion by Chris Cormier (ED4): To provide Keith Millan with \$3,500 for the purpose of woodshop tool repair and replacement due to regular wear and tear.

Yes votes were received from Ian Stephens (ED3), Aaron Pollock (ED2), Jason Hare (LASA), Matthew Trendota (UMAAS) and Kyle McStravick (UMAPS).

Motion by Chris Cormier: To provide Tony Wong with \$900 for the purpose of reimbursement of funds drawn from his own operating budget to purchase a 3 year windows software contract.

Yes votes were received from Ian Stephens, Aaron Pollock, Jason Hare and Kyle McStravick.

*Reimbursement cannot actually take place as Tony paid this from his operating budget prior to year end (March 31, 2011) and we are already in the new fiscal year.

Motion by Chris Cormier: To purchase 2 Epson scanners.

Yes votes were received from Ian Stephens and Jason Hare.

b. at meeting

Motion by Chris Cormier: To purchase 3 Dahle's Premium Rolling Trimmers at a cost of \$750-\$850 each.

All voting members were in favour .

c. deferred

A proposal was put forth by Robbin Watson with regards to the possibility of hiring a laser cutter assistant with tech fee covering 90% of the assistant's salary and the Dean's office covering the remaining 10%. This proposal has been deferred pending further discussion on the matter between Robbin and the Dean.

2. Purchase Requests

Chris Leigh would like to purchase the following:

- a. 2 macro and 2 wide angle lens as well as the corresponding filters at a cost of \$3,700.00, plus taxes, shipping and handling.

Motion by Chris Cormier, seconded by Jason Hare and passed unanimously.

*It was agreed upon that there should be sign out requirements put in place to control the whereabouts of the equipment at any given time.

- b. 2 tripods at a cost of \$254.95 each, plus taxes, shipping and handling.

Motion by Chris Cormier, seconded by Jason Hare, passed unanimously.

Drawing tablets, 2 at a cost of \$219.99 each, plus taxes, shipping and handling.

Motion by Jason Hare, seconded by Kyle McStravick, passed unanimously.

- c. Laptops, we have two right now, would like to purchase 2 macbook pros and 2 copies of CS5 at a cost of \$4337.00, including maintenance coverage for both.

Motion by Chris Cormier, seconded by Aaron Pollock, passed unanimously.

- d. Nikon D90 cameras (lens, filter and bag included), would like to purchase 2 at \$2,645.70 for both.

Motion by Chris Cormier, seconded by Matthew Trendota.

- e. 1 Portable Plustex slide/film scanner at a cost of \$599.00, bag included. Works on both macs and pcs.

Motion by Kyle McStravick, seconded by Matthew Trendota.

- f. Proposed data projector purchase to be discussed with IST. Once this discussion has taken place a vote will take place either via email or at the Tech Fee Meeting to be held sometime in October 2011.

3. Terms of Reference (attached)

There was a motion brought forth by Chris Cormier to approve the amended Terms of Reference, seconded by Kyle Mcstravick.

Robbin Watson suggested that a tech fee meeting be held in early October, January or February, again in April and additional meetings as necessary.

4. Business Arising

A proposal to purchase a CNC laser cutter was put forth several years ago by professor Eduardo Aquino. This proposal was put on hold pending the completion of the new woodshop space. The cost was estimated at \$80,000 and remains an outstanding commitment in the tech fee budget. An updated proposal needs to be created with maintenance costs included in the calculation. The laser cutter must come with bit chips and be capable of producing precision cuts. The new proposal will be discussed at the October meeting.

5. Financial Statement (attached)

The financial statement was distributed at this meeting.

6. Next Meeting

An email will be sent out announcing the date for the next meeting which will occur sometime in October, 2011.