

University of Toronto
Faculty of Information
Student Tech Fund Committee Meeting
February 23, 2012
Room 416, Claude Bisell Building
Present: Stephanie Quail, Emily Porta, Jennie Fiddes,
David Jorjani, Claudio Munoz, Rebecca Michaels, Ivan Sestak
Recorder: Claudio Munoz

- 1) Approval of Agenda
Second: Jennie / Favour: All
- 2) Reading and Approval of Minutes from January 17, 2012 meeting
Second: Jennie / Favour: All
- 3) Business Arising from Minutes: None
- 4) Facebook video and comments about Tech Fund
 - a) Ideas to improve awareness of Tech Fund:
 - Promotional stickers-look-a-like to promote purchases.
 - Create a Tech Fund logo for stickers, stands, posters, and so on (Stephanie to get quote for all of those promotional elements).
 - Promote timeline for new computers' implementation.
 - Promote server space for students (It's on the ischool's website under "Computing").
 - New Computer's desktop background will include a "Purchase by the Tech fund" line.
 - Web revision, to be developed with Martin. (Set up a meeting if possible).
 - Electronic document (brouchure) that list all the technology available at the inforum that can be downloaded from the website. It could point to vendor's manual.
 - b) Ideas to improve the Tech Fund effectiveness:
 - Need to reach faculy/student services.
 - Ask another advisor prof for the Tech Fund (instead of Ronda who's at UTM), proposal for Yuri Takhteyev or someone else.
 - Find a replacement for Ivan, if he is not available for meetings (a rep).
 - c) Some other purchases (software):
 - Purchase 8 licenses for SPSS, in August for the next calendar year. Ref: Prof Philips
- 5) RM 417 and Inforum Computer Proposal
 - a) New computers

- Order was posted in Jan 12, by Susan Brown.
- Macs are here and ready to go (with software and all).
- Dells are not here. Procurement did not approve the purchase until last Tuesday – the computers should be here in a week or so.
- The idea is to implement all at once.
- Proposal to remove desk icons (from survey): Ivan explained that they are requested by faculty.

b) Room 417:

- There are talks of moving all the rows to the front to add another row in the back.
- It is just an idea.

c) Other rooms in BL

- The ischool is not the owner of all rooms (2 floor, for example).
- iSchool is concentrating effort in getting 3rd floor back.
- If we get it, the school will re do it.
- This is public information we can communicate to the students.

NOTE: For the website, add to “rejected projects”:

- 3rd Floor; nothing we can do. School is trying to get them back.
- We can’t change the projector in 205.

d) The school is looking at buying some new furniture. No decision yet because the school does not know if it is getting the classrooms.

- Proposals to go ahead with our purchase of furniture (chairs) because these processes take too long (Stephanie).

e) Other possible purchases:

- Chairs and desks are priority.
- Proposal to buy touchable tables.
- From the survey, people think we should not focus on crazy gadgets.

f) Reason why technology is dated:

- The last MISC rejected an upgrade for the computers —It was a joint proposal from the iSchool Institute.
- Tech Fund approved, though.

6) Workshops

a) Web development (HTML, CSS).

- To start in March – look for an external instructor.
- Ask for: refereces, portfolio, basic teaching plan.
- To be posted at the iSchool site, alumni, university website.
- Just for workshops, stipends are easier: 50 dollars per hour aprox.

- Ivan to check how much we can pay, actually.
- Proposal to record the sessions and post them (customized for ischool's students): Find a room.
- Proposal to charge 5 dollars as incentive (rejected)
 - Hard to collect it.
 - It is setup with student's money.

b) Microsoft Academy

- Send a blast to students to explain how it works. We can direct them to a website so they can pick a course. The school have to sign them up.
- Access: 3 collections max per student at a time
- We can get stats from Microsoft.
- Proposal to send the blast next week, focusing in a section (not the entirely list).

c)ACM

- Explore and evaluate

c) Digital Preservation workshop

- Institute is looking for a new instructor.
- In hold, waiting from Sarah Grifits

d) Additional matters

- iPress conference is going to be here
- That's all we know.

7) Feedback from Tech Fund Survey

a) General comments:

- In general, it might need to be more targeted the next time.
- Summarize what we are we doing and plans for the future.
- Everyone agreed to have their e-mails in the doc.
- Recommendation: Less "paragraphy" and more "bulletpointy".
- Point to the things that have been already done (like the plants!).
- Create an e-mail account for the Tech Fund.

b) Main findings

- Microphones in 224 225 don't work. They were replaced 2 to 3 weeks ago (so we should announce that). Maybe better speakers, but we need to pay for their instalation.
- Soundproofing is a big issue but it is not a Tech Fund responsibility.
- People don't know where outlets are in room 538 – profs should announce it.
- Feedback about 538: insulation issues.

- c) Development and distribution/promotion of reports to MI and MMSSt students
 - Make it available for promotion on the web (for download).
 - d) Using feedback to develop project timelines
 - Proposal to make it every year (around October) to set up goals for the Fund.
- 8) Healthy Vending Machine
- a) Feedback from Glen
 - It is a Space Committee decision, due to electrical issues.
 - We just told them people want it (it was in the survey).
- 9) Tech Fund Wiki
- a) Create pages and begin using it to document our procedures, contacts, etc.
 - Proposal to create an interface for students, so they can leave comments.
- 10) Photo Contest
- a) Create Flickr site for the contest and begin promotion after reading week
 - Hoping to start promotion next week: Announce it during student conference [Feb28th]
 - Instead if Flickr: The website is ready, same from last year.
 - Postponed due to students workload at the end of the year.
- 11) Purchasing microwave for student lounge
- a) \$99 0.9 cubic ft. Salton stainless steel microwave
 - There is no electrical power for 2 microwaves.
 - Check first if the one there still works before buying a new one.
- 12) New Business:
- Some people want less common spaces in the lounge.
 - Mac mini's keyboard in the lounge was probably stolen.

Adjourn @ 11:52