Minutes of Meeting
Technical Services Committee
January 31, 2003

Convened: 11:05 a.m.

Present: David Donaldson, Owen Dwyer, Margaret Ferguson, David Ford, Julie E.
               Freeman, Wendy Morrison, Ron Sandwina, Mike Scott, Thomas A. Upton,
               Rosalie A. Vermette

I.   Mike Scott updated the committee about the virus that affected computers the weekend of
        January 24.

II.   The committee met three times last semester. The November meeting the committee
        generated the letter to the dean regarding the salary of three Technical Services
        employees. The letter will serve as the minutes.

III.   The dean has yet to acknowledge the letter regarding the salary of three Technical
        Services employees sent by the committee. It was reported to the Agenda meeting and
        Mike Scott will bring it up in the February 11 budget hearing.

IV.   Student printing cost: there is a proposal started primarily by the library to control student
        printing cost. The library's budget this year is causing them to choose between paying
        for student printing and buying books. Some method of charging students for printing
        will occur and has already started in the Medical School Library, they are charging $.07
        per page.

        Two printing cost control systems have been proposed.

        A.   UITS Proposal – This has been in effect for at least three years in Bloomington:
             Each student is given a printing quota and "funny money" is put on their One
             Cards. The students swipe their cards to get their print job and the cost is taken
             from their print quota "funny money." Once the quota is exceeded the student has
             to have real money on the One Card in order to receive the print job.
        B.   Library Proposal – No quota. Students has to have actual money on their One Card
             and use that to get their print jobs. The library doesn't have the funds to pay the
             One Card usage fee.
        C.   Bill Schneider proposed that real funds are put on students One Card for printing so
             the library can see real money. It's unsure if this is possible and what happens to
             unused money at the end of the semester.

        The committee expressed concerns about charging students a Tech Fee then expecting
        students to pay for printing and if the system could be turned off during class time.

There will also be a cost for software and hardware.

Some form of printing accountability will need to be implemented in the School of Liberal Arts or students will come to the Liberal Arts labs to do their printing for free.

Mike asked the committee to take this issue back to their departments and talk to their colleagues. The system will be implemented in some way by the start of the fiscal year.

V.   Grants

     A.   The application deadline will be March 28. The committee will review and vote on the applications April 4.
     B.   Bill Schneider would like the committee to decide whether we needed to use the money for the teaching grants to keep labs open or to use the money for teaching grants. The grants will be limited to $1500.
     C.   Motions:

          1.   Strike the line in the grant application regarding faculty salaries and release time. - The majority voted against the motion.
          2.   Add "funds cannot be used to supplement salaries" to the grant application. - The majority voted for the motion.
          3.   For Spring 2003 the two grants will be combined to "Small Grants for Faculty Research using New Technology for Promoting Teaching and Learning." - The committee unanimously voted for the motion.

     D.   The following wording will be added to grant application forms: "By submitting this proposal you acknowledge that the grant will be posted on the web."

VI.   Mike asked the committee to send him thoughts and concerns regarding the budget before he attends the budget hearing on February 11 by way of e-mail.