

UTFAB Meeting Minutes
February 13, 2006

The meeting was called to order at 4:00 PM by Vice Chair Weiss.

UTFAB Members Present:

- Jason Huitt, Tiffany Weiss, Nathan Weston, Micah Chartier, Ryan Oskvarek, Amanda Kaiser, Tamla Blunt, Laura Fleege, and Ryan Ferguson
- Also present were Pat Burns and Scott Baily (UTAFB advisors), Mark Ritschard (Engineering), and James Lyall (CAHS)

Minutes from December 6, 2005 were not approved as the group did not receive minutes via email.

Mark Ritschard presented an update on the Kiosk project. Key points include:

- The building location map included in the presentation was color coded as
 - Yellow = building from the original proposal
 - Blue-green = no longer being considered (for various reasons)
 - Green = new location, typically replacing an original candidate site
 - Numbers in red reflect the number of kiosks to be installed
- Smart cards can be used to preserve session state, so if you remove your card and go to another kiosk station it will look like it did when you left. Engineering students have these cards, but not yet common elsewhere
 - Otherwise, no login will be required to use the kiosks
- The project is over budget by approximately \$9,400 (primarily due to a higher than expected installation cost)
- Options include funding the overage or reducing the scope of the project
- After discussion, a motion was made to approve up to an additional \$15K to complete the project as currently proposed
 - A vote on this motion was unanimously approved
- The “location crew” (Huitt, Ritschard, White and Baily) will work out final locations as required
- The priority of Yates Hall was raised. This has been reflected in the building list in Ritschard’s presentation (see <http://utfab.colostate.edu>)
- Acknowledgement of UTF money funding this effort will be via the default home page when kiosks sessions are reset. Huitt will form a subcommittee to work on the web site format, etc.
- Huitt stressed the importance of the College of Engineering retaining ownership and oversight (software updates, etc) of kiosk equipment.

Adjourn at 5:05 PM

Some discussion about UTFAB/UFFAB signage followed, though many UTFAB members had to leave at 5:00

