



STFC Meeting

April 2nd, 2021

2pm-4pm

Name	Present	Absent
Aiden Helt		X
Fanny Castro		X
Lydia Abduli	X	
Paul Zuber-Fantulin	X	
Ray Lee		X
Sarabjot Singh	X	
Siddarth A Sheth		X
Vanessa Sundita		X

Zoom Link: <https://washington.zoom.us/j/99897097593>

Phone: +1 253 215 8782 US (Tacoma)

- I. Call to Order - **2:05 PM PST**
- II. Roll call
- III. Open public forum
 - Attendees - Patrick Pow, Joshua Gibson, Forrest Tyree, Sean Schmidt.
- IV. Approval of agenda and previous minutes
- V. Discuss possible new requests from SAFC
 - SAFC have some proposals that they consider are more suitable for STFC.
 - Need more information in regards to the softwares needed to be funded.
- VI. Start review at allocation **22A030** covered by Sarabjot Singh
 - Proposal to request media checkout.
 - Reason - Increased in assigned production projects.
 - Some of the current equipments are nearing the warranty period.
 - New purchases will be installed by the media service team over the summer.
 - Proposal does not reflect upon individual checkouts for expensive items like Canon Cam recorders.
 - Items which are expensive need further discussion on the actual usage.
 - Recommendation by Joshua - Canon VIXIA HF G50 on the list are replacements. We can proceed with partial replacements (eg. approving 4 replacements).
 - Items on the list that are acting as replacements are the updated versions of the items they are replacing them.
 - Sarabjot requested Joshua for the inventory list for items above \$500. Joshua will be sending the list to Nolan. The list will be helpful in the voting process.
- VII. Start review at allocation **22A011** covered by Lydia Abduli
 - Proposal to get a checkout and inventory system license renewal.
 - The system is used to keep track of checkouts and inventory systems.
 - Checked out over 500 items through the system.
 - Originally funded by the STFC in 2015.
 - The IT department can handle all the support for the system themselves.
 - The renewed system goes into effect in July, if approved.
 - All of the media equipment has been checked out via this system.

- The cost of renewing the system is less than building our own checkout system.
- The license is for one year.

VIII. Start review at allocation **22A012** covered by Lydia Abduli

- Proposal to continue the subscription to the e portfolio system.
- Portfolio is a subscription service which allows students to submit their portfolios to share their stories.
- Can be used in classes and even outside for sharing.
- Alumni, employers etc. also use this service in order to extend employment opportunities to UW Tacoma students.
- The license renewal is for one year.
- Patrick - Opinion that the employers won't be using the eportfolio system for hiring. They will prefer LinkedIn for the same. The eportfolio system is mostly used by current students and recent graduates.

IX. Start review at allocation **22A013** covered by Lydia Abduli

- Proposal to renew handshake license for the next academic year.
- The actual cost is \$10,000 but half of the cost is covered by the Milgard Success Center.
- Handshake is extensively used by students and employers to connect over various opportunities.

X. Start review at allocation **22A014** covered by Lydia Abduli

- Proposal to cover cost of online checkout system.
- Checkout items include laptops, ID cards, camera lights etc.
- The number of checkouts has increased over the years as the number of RSOs have increased.
- The system was unable to benefit last year as we moved online.
- Work with the IT department to renew and support.
- System open to all students and RSOs.
- Sarabjot pointed out that the Type of request is set to one time instead of recurring.

XI. Start review at allocation **22A015** covered by Lydia Abduli

- Proposal to fund the Adobe Creative Cloud.
- STFC has previously funded two current systems with the Adobe Creative Cloud on campus.
- System is open to all students and faculties.
- The IT department will be responsible for installing and maintaining the system.
- Needs further discussion on the 10% inflation buffer included in the proposed cost.

XII. Start review at allocation **22A016** covered by Paul Zuber-Fantulin.

- Proposal to fund the renewal of MailChimp subscription.
- The subscription is for 10 months of service.
- MailChimp is used in delivery of emails to large contact lists.

XIII. Start review at allocation **22A017** covered by Paul Zuber-Fantulin.

- Proposal to acquire a poster printer for the learning center.
- The center is expecting an increase in usage and thus requires the printers.
- Printers are available to all students.

XIV. Start review at allocation **22A018** covered by Paul Zuber-Fantulin.

- Proposal to add two new student computers to the new Learning Commons.
- Question regarding why the specific model is needed and not the standard issue machine.
- Forrest Tyree commented that these are the standard issued machines except the storage (SSD).

XV. Start review at allocation **22A019** covered by Paul Zuber-Fantulin.

- Proposal to replace two computers this year and one computer every year after that.
- This is an ongoing / recurring request.
- The proposal needs to be amended as STFC cannot commit to fund proposals for future years in advance.

XVI. Start review at allocation **22A020** covered by Paul Zuber-Fantulin.

- Proposal to purchase two new monitors and two new desktop systems for breakout rooms in the learning commons.
- The rooms have been constantly booked when the classes were offline.

Announcements

End of meeting - **3:50 PM PST**