

Minutes of Meeting  
Technical Services Committee  
October 25, 2002

Convened: 1:08 p.m.

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

I. Introductions

- A. Christa DeWitt will be the student representative on the committee.
- B. Wendy Morrison will replace Anne Royalty.

II. The committee unanimously approved the minutes for August 30, 2002.

III. Items from November 2001 agenda

- A. Subcommittee for Tech Salary Review will focus on the salaries for three Technical Services employees.
- B. Item B1: The committee needs to decide if the committees for the labs should report directly to the dean or to the Technical Advisory Committee will be tabled until the Spring

IV. Small Grant Applications

A. Bill Jackson

- 1. Small Grant for Teaching: "Hinduism and Buddhism Course Materials"  
Status: Approved
- 2. Small Grant for Research Using New Technology: "Recursive Patterns in Hindu Thought and Culture"  
Status: Approved

B. John McKivigan

- Small Grant for Research Using New Technology: "A Web-Based Resource for Teaching the American Abolitionist Movement"
- 1. Need to submit a report for previous grant
  - 2. Need to justify \$15 pay rate for labor
- Status: Tabled until November meeting

C. Sandra Trejos: Small Grant for Research Using New Technology: "Introduction to Microeconomics –E201 Web Site"

- 1. Most of what is requested is available on Oncourse

2. The request for 500 hours of labor seemed extreme  
Status: Denied – can reapply in the spring

- D. Helen Schwartz: Small Grant for Research Using New Technology: “Making Instructional Materials Portable”  
Committee questioned request for laptop purchase instead of checking a laptop out from the pool.  
Status: Approved for only the editor position
  - E. Kevin Cramer: Small Grant for Research Using New Technology: “Multi-Media Presentations in Gateway Courses Using Cavanaugh Technology Stations”  
Status: Approved
  - F. Thom Upton: Small Grant for Research Using New Technology: “Linguistic Dimensions of Non-Profit Grant Proposals:  
Status: Approved
- V. While discussing the applications the issue of pay rate for labor was discussed. Krista expressed students desire to work on campus but low pay rate prevented many students from doing so. Rosalie recommended motion to increase from \$7.50 per hour to \$10 per hour. There was no second so it will go to a subcommittee.
- VI. Unless applicants object all approved applications will be made available to future applicants as examples of approved applications.
- VII. All committees will have a website with meeting dates, agendas and minutes made available.

Adjourned: 12:20