Minutes of Meeting
Technical Services Committee
April 28, 2000

Convened: 11:05 a.m.

Present: Subir Chakrabarti, Julie Freeman, Ain Haas, David E. Hoegberg, William
            Schneider, Mike Scott, Robert Sutton, Thomas A. Upton, Rosalie Vermette,
            Jeffrey S. Wilson, Kim White-Mills

I.   The committee discussed possibilities of what the Small Grant Proposal should be used
       for
       A.   continual software upgrade?
       B.   hardware for labs?

II.   Technical Services will work on creating a catalog of resources available from the
       various departments that everyone can use.

III.   Yonogi's proposal
       A.   Technical Services will provide help & support only - they will not be responsible
            or assuring that the project will be accomplished
       B.   Intellectual property - what does that mean
       C.   future maintenance?
       D.   identify students working on the project

IV.   Ardemagni's proposal:
       A.   approved for $1934
       B.   explain $500

V.   Committee is still devising a mechanism for approving of SGP.

VI.   Due to the unexpected amount of time needed to consider the Small Grant Proposals the
       Spring deadline will be changed to March 15

VII.   The committee will meet again next Friday, 11-12noon to continue considering the Small
       Grant Proposals