MEETING AGENDA AND MINUTES
May 5th, 2017
8:30am - 10:00am
TLC 215

Action Items *(To mark an Action Item completed, select the checkbox (double-click), right-click, and select checkmark.)*

- ❏ Chris will make this live from our web site by end of next week
- ❏ Chris and Shane: research who to contact about laptop stuff (Provost/Academics?)
- ❏ Seth: If wanted, write position statement about laptop requirement
- ❏ Virgil: set up a meeting with the Bookstore
- ❏ Chris: set up a meeting over the summer to plan for recruitment
- ❏ Virgil: send an email to tri-execs with Chris copied
- ❏ Virgil (and Shane, if necessary): register as a student organization

Attendees

Present:
- ● Virgil Nunan
- ● John Keller
- ● Chris Bell (non-voting)
- ● Dylan Sallee
- ● Shane Kroening (non-voting)
- ● Seth Hovestol
- ● Bharadwaj Thirumal

Agenda

1. **Introductions and Settle In**
2. **Qualtrics Application Status**
   a. Done, link just needs to go on the website
   b. Chris will make this live from our web site by end of next week
3. **Expanding on the Survey Information**
   a. Share the survey analysis with OIT folks
      i. And on the website
   b. Dylan will review 2014-15 and will give Chris action items.
   c. Website suggestion: Years for agendas and minutes
4. **Student Printing Update**
   a. Ink is coming out to do a demo next week on Friday (5/12)
      i. 1-3 PM
5. **Larry Levine Letter**
6. **Plans**
   a. Seth: make a requirement to have a "computing device"
      i. (Seth is going to wait to hear a bit more before drafting this)
      ii. What are we asking for?
         1. Students need a computing device to enhance their learning experience
         2. Not necessarily a laptop
         3. It's an implicit requirement
      iii. How?

1. Informally, on OIT website, ResLife
2. The issue is that adding a computing device to the 'required' list is that it directly affects the advertised price for tuition
   iv. Who do we need to communicate with?
       1. Office of Financial Aid
       2. Residence Life (list of things you should bring to your first year)
       3. Russ Moore, Provost - write a letter
b. John: make it a requirement to use D2L (or whatever the school-wide LMS is) to display grades and assignments
   i. Not departmentalized
   ii. Also institute time constraints for posting grades
   iii. Who do we need to communicate?
        1. Faculty Council
        2. Russ Moore
        3. Unified Student Experience
        4. LMS rollout project
   iv. Prove why it would be important for students
        1. Accessibility
   v. Students have a right to know what their grades are
        1. At all times, most up to date
c. Virgil: expand awareness of OIT software offerings
   i. How - Pull
      1. Advertise through the Bookstore
         a. They won't like that (maybe)
         b. When you get your recommended books/software, it's on there for free
         c.
      2. Give students a printout of free stuff they can get from OIT
         a. Large awareness campaign
         b. Magnets in every Res Hall room
         c. Also a website
            i. Possibly: colorado.edu/freestuff
         d. Inspiration: myunidays.com
   ii. How - Push
       1. Get professors to tell the students about free software required for the class
d. Lynda.com Follow-Up
   i. Contract is up for renewal next year
e. Unified Student Experience
   i. One-stop shop for everything - all things free available to students
      1. Not just software
         a. Events
         b. Resources
f. Adobe Creative Cloud
   i. Come back in August and say "what's the status?"
g. Membership/Recruiting
   i. Flyers
   ii. Table at Student Involvement fair
   iii. Chris/Shane will organize a recruiting effort of the summer
   iv. Goal: Diversity (M/F, more than 50% non engineers etc.)
       1. Across majors/departments
       2. SMART
          a. S: active members (more on the roster)
          b. M: 10, more than 50% non-engineers
          c. A: yes

d. R: yes
               e. T: next semester
         v. Recruiting Ideas:
               1. Business School
               2. ATLAS - TAM program
               3. Engineering
               4. Social Media
                     a. CUBoulder subreddit
               5. Faculty
               6. Career Center
   h. Register as a student organization
         i. http://www.colorado.edu/involvement/
        ii. http://sofo.colorado.edu/RegisterNewStudentGroupTest.php

7. **Discuss/Review/Address Action Items from Last Meeting**
8. **Adjourn**