Present: Eileen Acker (Resource), Jim Arnold, Rebecca Beal, Patrick Ekoue-Totou, Dianne Faw (Resource), Arthur Lutz, Jon Gudmundsson, Andy Haber, Ron Krempetz, Matt Markovich, Ron Palmer, David Snyder (Chair)

Absent: Joe Mueller

Agenda

- Agenda approved.

Approve Minutes

- Minutes of March 31 2014 meeting approved.

Announcements

- David Wain Coon appointed Patrick to committee so he is a voting member.
- David pointed out that he is a non-voting member.
- Although we can’t consider late items, we can send a memo of support.

Math & Sciences Presentation

J. Arnold

- Jim Arnold reviewed the items requested in his divisions.
- First item is an infrared spectrometer for Chemistry. Current one is broken, 30 years old and is too broken and too expensive to fix. It is a critical piece of equipment to teach Organic Chemistry.
- Second item is a collection of casts for Anthropology. Any respectable discipline has these items.
  - No, organized as a collection. The items don’t come as a collection. Jessica consulted Sara McKinnon and was encouraged to submit this request.
  - We’ve done this before, really a B-Item – an addition or augmentation to program. A-Items exist and are replacements. We can consider these.
- Third item is a melting point system for Organic Chemistry, to replace a system that hasn’t been operational for years. Students are using a very outdated system and much more modern systems are available. This would provide students with a contemporary system.
- Fourth item is a departmental laptop for Social Sciences faculty. It has been requested for several years. It was previously requested as an Instructional Technology request and hasn’t been funded. Faculty have said they need it for PowerPoint in the classroom.
- Fifth item is for microscopes for Biology. This request is classified as a B-Item request but Jim feels it has more merit and need than the fourth item – it is to replace
microscopes that are 30+ years old, so could easily have been classified as A’s. They are replacing very dated, much needed scopes and the department would be very willing to have 12 funded this year and they could request the other 12 next year.
  o If it is a replacement, it is an A-item. People don’t always understand the designations.
• Delete next item (hot plate magnetic stirrer) as another department has one they can provide.
• Jim couldn’t speak to the relative need or justification for the final item, relative motion demonstrator, for Physics, as no one showed up to meet with Jim to provide information.

Instructional Technology/Media Services Presentation

P. Ekoue-totou
  • Patrick Ekoue-totou and Matt Markovich presented the items on behalf of Jonathan Eldridge as Media Services and Kinesiology and Athletics are both under the Student Services umbrella. Patrick and Matt spoke and agreed that Patrick would get the first request.
  • Two of the three Media Services requests were withdrawn because the Austin Science building is scheduled to be demolished and the plan is to recycle the projection systems from the building.
  • First item is document cameras to replace and enhance out of date overhead projectors. Smart classroom equipment provided is basic. A document can be projected without having the document converted to a transparency. This streamlines the system, is color, small and flexible, has capacity to take photos, show a three-D item from different angles. Some cameras would be left (and secured) in rooms that have multiple, ongoing requests, others would be checked out like other media equipment.

Kinesiology and Athletics Presentation

Matt Markovich
  • Matt Markovich presented the next two items for Kinesiology and Athletics.
  • They are trying to rebuild and update the weight room equipment. No new equipment was bought as part of the Modernization and each year they request a few items. Half of their equipment was left outside for a year during the rebuilding.
  • First item is Nordic Track elliptical machines to replace elliptical machines they have that were probably some of the first ever made. Great for all students of different ages and sizes. The cost of the machines is beyond what the Kinesiology and Athletics budget can cover.
  • Cybex Functional Trainer. Smaller, newer, more efficient systems, connected to wall to free up about a quarter of the room. Matt said in a meeting he heard our insurance company wants a weight room at IVC so older one could be moved up there. This would get more use than IVC but still provide a system for faculty and staff on that campus.
    o Does it require our installation? Is wall strong enough?
    o Yes. Not that big. Would need some installation. Probably four bolts to wall.
Wrap Up

- All voting members need to work on merging list to one comprehensive list in rank order, including the unranked items in Nanda’s area.
- David will notify Nanda about items omitted from her presentation and ask that she come in with Derek to present just the missing items or re-rank her list to show where those items fit.
- Dianne will update spreadsheet to put items in ranked orders within each area and to delete items that have been withdrawn or declined for being late or not otherwise fitting the criteria. She will show the new total for all the items and send out to committee members.
- Jon pointed out an error in the Ranking Checklist to reflect his original notes. Dianne will make correction and send out updated Ranking Checklist.
- Web page for Instructional Equipment Committee has description of how items are ranked or scored: http://www.marin.edu/sharedgov/committee/IPC/IEC/index.htm.
  - We can revisit that at the end. There are some things that probably need to be changed formally in the Governance Handbook.
- David will send link everyone on committee can review the comments by chairs in Program Review about requests. He has reviewed them and he didn’t see anything that wasn’t mentioned in presentations.

Next Meeting/Agenda Topics

- Next meeting is April 21 (No meeting April 14 during Spring Break).
- Put everyone’s rankings up and look at scores of items. Or use overhead and figure out how to score the items.