SCFC Meeting Minutes
Thursday, November 7, 2014  4-5 PM SS127

Present:
Voting Members:  Ben Campbell  Beckie Christiaens  Joe Crepeau  Chuck Harris  Jonathon Knudson  Andrew Larson  Jesse Neidigh  Cale Patenaude
Non-Voting Members:  Valerie Crepeau  Matt Riley  Indy Singh

Absent:
Voting Members:  Tell Bailey  Brian Birdeau  Sarah Schrader
Non-Voting Members:  Barb Seekins

Approve minutes from 10/24/14 SCFC meeting - Approved
Minutes from the 10/24/14 SCFC meeting were approved. SCFC agreed that future meeting minutes would be posted to Box for review.

Review SCF request Forms
Discussion of draft SCF forms questions provided by Cale Patenaude.

* What is your maintenance plan? *IE Ink for printers, warranties, etc. *
Discussion:
Add Annual fees
* What would be the academic impact to the students that will utilize this purchase and to the University of Montana as a whole? 
Discussion:
Add examples
How will this request affect student success?
How will this request improve the student overall experience?
Please list classes directly affected by this request.
Please list number of students impacted by this request.
* What is the scalability of the purchase? 
DELETE this question.
* If this proposal cannot be funded in total do you have other funds to help complete the purchase or willing to do a match proposal? *IE 2,500$ of your own funding in which the SCFC matches the 2,500$.
DELETE this question.
* Is this an open lab (IE open to all students to use at any time during normal hours), Closed lab (IE only students of that program/department can get into the lab through grizcard or keypad), or Hybrid lab (IE used to teach classes but as long as no classes are scheduled open for use to the general student body.)
Discussion:
Is this technology used in a lab or classroom? Yes/No
* Describe the availability of the lab to students
* Describe use of the lab
Other Question Ideas:
Is there another technology that could be used?
Have you considered accessibility related to this request?
Suggested Statement: Even if SCFC approved this request it may not proceed if it does not meet EITA standards.

Comments:
Need to create proposal submission deadlines.
Need to provide demographics on how funds are distributed and what types of purchases are approved.
Need to post on line; there was a discussion on web site transparency.
Add examples to questions.

Review web presence example
SCFC did not get to this agenda item.

University of Washington outreach
SCFC did not get to this agenda item.

“in lieu of course fees”
SCFC did not get to this agenda item.

Other
SCFC agreed to schedule the next SCFC meeting at the same time in two weeks.

The meeting was adjourned.