SCFC Meeting Minutes  
Thursday, February 26, 2015  3-5 PM  SS127

Present:

Voting Members: Josef Crepeau  Chuck Harris  Martin Horejsi  Jesse Neidigh  Cale Patenaude  
Non-Voting Members: Valerie Crepeau  Matt Riley  Barb Seekins  Indy Singh

Absent:

Voting Members: Tell Bailey  Beckie Christiaens  Brian Birdeau  Ben Campbell  Jonathon Knudson  Andrew Larson  Sarah Schraeder

Non-Voting Members: 

Approve minutes from 1/29/15 SCFC meeting - Approved
Minutes from the 1/29/15 were approved.

Review SCF equipment expenditure and SCF contingency funds request from Missoula College. Approved
Two equipment expenditure proposals from the Missoula College were reviewed and approved.  
*Missoula College equipment allocation in the amount of $20,257.20  
*SCF Contingency in the amount of $13,968.42
The proposals are for upgrading computer in HB04 and increasing the lab capacity from 20 to 25.

Review College of Humanities and Sciences Equipment expenditure proposals from
*Computer Science – Approved
Memo will encourage CS to check with Jesse Neidigh to see if they can save on the speakers  
Chuck Harris will follow up with them as well.
*Economics - Approved
*Geography (2) - Approved (less warranty amount)
Approved in the amount of $7,214.75 (warranty not approved).  Chuck Harris will follow up with Geography.
*Physics – Approved

Port Subsidy Request – School of Business
Port subsidy request from the School of Business was reviewed and the following clarification will be requested.
*where the ports are specifically located  
*what the ports are specifically used for  
*how the ports benefit students  
*number of students that will access the ports

Review draft of revised SCF equipment expenditure request form.
SCF members will be asked to submit test expenditure proposals.  Descriptions of what constitutes appropriate requests for equipment and port subsidy will be added.  An opportunity to include endorsements will be added.  May need to send letters of support however Matt Riley will check to see if we can add the capability to include attachments in Qualtrics.
SCFC Website update
SCFC members were in favor of allocating about $1,000 in SCF employment funds to pay a student for website set up. A draft role description will be developed for committee review and vote at the next meeting.

Schedule Spring Semester SCFC meetings.
Next SCFC meeting will be scheduled for 3-4 pm on Tuesday, March 24th.

Other
There was a request for further clarification on BOR SCF equipment items. That was provided and those items can be reviewed on the BOR website.