

MSFT Meeting Minutes
September 12th, 2016
The First Monday of each month from 8:00am – 9:00am

Member Present: Andrew Groom/Chair, Virgil Adams, Alexa Gonzalez, Samuel Martinez, Dhruv Pandya, Stephanie Soriano, Dale Velador

Member absent: Shawna Brown

Pubic: Dianne Wei

8:05AM Meeting called to order.

Agenda –

Motion to Approve: Andrew

1st: Samuel, 2nd - Virgil

All - Approved

Approval of Minutes from 04/11

Motion to Approve: Virgil

1st: Dhruv, 2nd: Samuel

All - Approved

Introductions of committee members and a quick overview of MSFT and funding was provided to new members and served as a refresher for continuing members.

The current MSFT requirements on absences was discussed and the committee will continue AS IS for absences

Motion to continue AS IS: Virgil

1st: Virgil, 2nd - Stephanie

All - Approved

New Business involved a recent request by Technology & Communication to have MSFT approve 10 iMACS for Broome Library; there is an open balance of their \$143,000 allocated and refreshing this qty 10 iMACs would benefit students using these units at Broome

Motion to green light \$19,000 of the open balance: Virgil

1st: Samuel, 2nd - Dhruv

All - Approved

- If T&C goes over, they can request more funding for MSFT committee to review and approve

The MSFT application, the calls for submissions, and MSFT deadlines were discussed. The application will remain as is.

Calls for Submissions – Motion for October 7th: Andrew

1st: Dhruv, 2nd - Andrew

All - Approved

MSFT Deadline Date – Motion for January 20th: Andrew

1st: Dhruv, 2nd - Andrew

All - Approved

Next Meeting – Monday October 3rd

8:40AM Meeting Adjourned