



Monthly Board Meeting

Tuesday, January 20, 2015

12:00 – 1:30 pm

5919 Math Sciences Building

AGENDA

In attendance: Davida Johnson, Sue Phares, Stefanie Pietkiewicz, Gabriel Ruiz, Harold Shin, Michael Miller, Linda Holmes

Meeting came to order at 12:07 pm

Meeting adjourned at 1:22 pm

November Minutes Approved

- There was no December board meeting, so there are not December minutes to approve.

Bruin Tech-a-thon Debrief

- The Bruin Tech-a-thon took place 10th week of winter quarter (the week before finals)
 - o less presentations this year compared to last year (13 instead of 19) and we had a slightly fewer amount of attendees
 - o Webex was a good platform to use to livestream the presentations (better than collaborate)
 - o In the future, we may not want to plan the tech-a-thon during December due to holiday vacations
 - We could consider doing the event in the summer
 - o The majority of the people were interested in attending presentations on "the cloud"
- Raffi suggests doing a theme next year, such as "IoT" "cloud" or "mobile"
- Raffi recommends providing audience members with a microphone so that people on Webex can hear the questions from the audience. A microphone is also good to capture the conversations between the audience members.
 - o Audio on Webex was through the computer microphone this year
 - o Michael Miller suggested using lavalieres next year
- The recorded presentations have been posted to the BruinTech YouTube Channel

Scholarship Update

- Three recipients were chosen: Malcolm Quon, Marshall Reed and Jamie Chan
- Recipients must let us know by second week in June which class they are signing up for
- To give someone a whole year to use the funds, we should consider doing the contest in June or July (at the start of the fiscal year)

UnConference

- The conference is set for Thursday, May 7th from 9:00 am – 4:00 pm in Ackerman. Planning should start in early February.
- Meg Buzzi will be the facilitator
- Davida recommends forming an UnConference planning committee so people can get involved without taking on a year-long board position

- Raffi should send out an email to recruit people to join the planning committee
- Cap the number of volunteers to 5
- Harold suggests meeting with Meg Buzzi before we meet with the committee so we can give them a framework before they start brainstorming.
 - The board should meet with Meg ASAP; we can go down to Wilshire Center to meet.
 - Harold, Davida, Raffi and Stefanie will be there, and everyone else is optional.
- In planning, the theme is very important.
 - It's important to know the previous year's theme but not try to replicate it
 - One of the themes that came out of the previous Unconference is that people get excited about doing outreach programs, but then nothing happens.

Microsoft Azure Training

- Microsoft approached Software Central and said they would like to do a 1-day hands-on training session with UCLA
- The training workshop is scheduled on March 3, 2015 in the OIT Portal from 8:00 am – 4:00 pm, and it is open to the campus.
 - Limited to 35-40 people
 - OIT has created an RSVP link to cap the number of volunteers.
 - Stefanie will create a flyer and send out the RSVP link to the Bruintech listserv
 - People will bring their own laptops and Microsoft will do a hands-on, live demo
 - Food will be provided
 - The workshop may be streamed live via Webex

Listserv Clean Up

- Harold has created a "listserv cheat sheet" which he will send to the board
- List includes:
 - Bruintech@ucla.edu
 - Helpdesk@lists
 - Remains active
 - bruintechboard@lists
 - Bruintech@lists
 - Replaces CSC and HDC (these two will be retired)
 - Mike Miller is the primary contact, and Gabe is the secondary contact
 - What content is appropriate for this list? Should we create a thread on CCLE?
 - Sue suggests splitting the lists into one about volunteer opportunities/events and one about tech support-related issues
 - Harold suggests that we can leave the list as is and instead send people information about how to create a filter
 - For now, we will leave the list be.
 - The Techlist
 - A master list of all the lists, including:
 - Bruintech
 - CWP-L (campus web publishers)
 - CSG (common systems group)
 - Campus labs
 - Helpdesks

- ITF
- IT Peace Corps
- UCLA Programmers
- Security
- SharePoint User group → group has died, remove it
- Social Media
- CSC (which will be retired) → Kelly Arruda
- Someone needs to volunteer to be a moderator for the Techlist
- Webpage has been created for the Techlist; it needs some updates → Gabe will publish the page once it has been updated
- We should also make an announcement about the Techlist to people on the various listservs
- Outreach to students
 - If we get emails from students looking to collaborate, we should meet with them
 - Possibility to cross promote events or have the students present at our events (like the Bruin-tech-a-thon)

Monthly Challenge Ideas

- Sue suggests having people look at the Bruin tech-a-thon YouTube videos and answer questions: https://www.youtube.com/playlist?list=PLcFvs103R8f_v_BxVIDP8RvvqeZ5qkDP

Brownbag Topics

- We still need a topic for the February 4th brownbag
- For the March brownbag, Tara Brown will be talking about disaster recovery
- More academic topics are requested. Some suggestions:
 - Mark Bower/Quyen Vaillant can discuss O365 and Google Apps (possibly for February)
 - Kaltura
 - Overview of Box → "How a team can effectively use Box"
 - Getting the most out of your professional development/ LearnIT (topic for April or May)