



BruinTech Monthly Board Meeting

Tuesday, April 21, 2015

12:00 – 1:30 pm

5919 Math Sciences Building

Meeting came to order at 12:10 pm

Meeting adjourned at 1:24 pm

Agenda

In Attendance: Davida Johnson, Harold Shin, Stefanie Pietkiewicz, Mike Miller, Andre Najera, Raffi Simonian, Mike Lee, Gabriel Ruiz

March Meeting Minutes

- meeting notes were ratified

Software Defined Networking (SDN) Workshop Overview

- We will have SDN be our brownbag topic on June 3rd from 12:00 – 1:30pm in the OIT Portal
 - o We are partnering with IDRE to this workshop and have been in communication with Bill Labate
- This will be an overview of SDN and will include a Q & A session
- A survey went out today to the BruinTech listserv to get input to better help scope the presentation
- Lunch will be provided
- We can set up an RSVP link so we can cap the number of people

BruinTech Website Redesign by OIT

- The BruinTech and OIT websites are being redesigned
 - o The websites will be responsive
- OIT would also like to get feedback before implementing changes to the BruinTech site
 - o We should discuss what the site is like now and how it should be improved
 - o OIT will probably look at design in June or July
- Raffi and Gabriel suggested making it more like a blog / incorporating a discussion forum so people can provide comments and feedback
 - o Make the site more interactive instead of strictly a brochure-type website
- Raffi and Harold discussed the possibility of doing a different design from the OIT website
- Davida will follow up with the board members about the redesign

Volunteer Appreciation Event

- The event will recognize everyone who has volunteered in BruinTech events over the past year (2014-2015)
- The event will be an ice cream social, and volunteers will receive service coins
- The service coin design contest will occur at the BruinTech unConference taking place in two weeks
- Date was decided: Thursday, June 25, 2015 from 2:00 – 4:00 pm
- Stefanie will see if YRL is open on this date

BruinTech unConference

- May 7, 2015 in VPC (Ackerman Union)
- 110 people have RSVP'd
- Breakfast and lunch will be served to participants
- Stefanie will send one last invite out to the BruinTech listserv and several reminders to the registered attendees over the next two weeks
- Stefanie is finalizing the schedule
- Current Schedule:
 - o **Registration (8:30 – 9:00 am)**
 - Two students from OIT will work the registration table
 - People will receive a tote bag and t-shirt when they register
 - o **Welcome/Breakfast (9:00 – 9:30 am)**
 - Harold will give opening remarks and introduce the theme of the conference
 - The President (Harold Shin), Immediate Past President (Linda Holmes) and President Elect (Howard Kim) will introduce themselves, talk about their role on the BruinTech board and encourage other people to apply in the upcoming elections
 - o **Keynote Speaker (9:30 – 10:00 am)**
 - Davida will introduce herself, talk about her role as sponsor of BruinTech, and introduce the keynote speaker Chris Testa
 - o **Innovation Survey (10:00 – 10:20 am)**
 - Sue Phares will introduce herself and talk about her role as VP- Events and Outreach. Sue will also introduce Chloe Reynolds, who will distribute the innovation survey.
 - People will be given raffle tickets when they complete the survey. The raffle will be done at the very end of the unConference, and the winner will receive a \$25.00 gift card to the UCLA Store.
 - o **Open Space (10:20 – 11:00 am)**
 - Stefanie will introduce herself, talk about her role as treasurer and historian and let people know the historian role is currently an unfilled position. She will then introduce Meg Buzzi, who will lead Open Space.
 - o **Breakout Session A (11:00 – 12:00 pm)**
 - Participants will select which breakout session they wish to attend.

- Stefanie will assign each board member to a different room
 - Board members will act as time keepers to keep the groups on track
- **Lunch (12:00 – 1:00 pm)**
 - Raffi and Gabe will record themselves and send the videos to Stefanie. At lunch we will show the pre-recorded videos of Raffi and Gabe speaking about their respective roles as VP-Programs and Projects and VP- Information Systems.
- **Breakout Session B (1:00 – 2:00pm)**
 - Participants will select which breakout session they wish to attend.
- **World Café (2:00 – 2:30 pm)**
 - Meg Buzzi will lead World Café. Each table will discuss what they learned in the break-out sessions.
- **Coin Design Contest (2:30 – 3:15 pm)**
 - Mike Miller will introduce himself, discuss his role as VP-Strategic Communication and introduce the coin design contest
 - In the contest, every table will design a coin and present the design to the larger group
 - A design will be voted on at a later date after the designs are digitized
- **Harvest (3:15 – 3:45 pm)**
 - Harold will introduce the members at large and explain what a member at large is. Jackie, Mark and Andre, will introduce themselves and state their roles. Then, the harvest will begin.
 - Meg will lead the Harvest. People will harvest ideas and thoughts with reflections and commitments of what they would like to do to make a change.
 - People will also write inspirational messages to themselves, which we will send out later.
- **Wrap-up (3:45 – 4:00 pm)**
 - Davida and Stefanie will do concluding remarks and thank everyone for attending
 - We will give away any remaining t-shirts or totes
 - The raffle for the Innovation Survey will be done.