



BruinTech Monthly Board Meeting

Tuesday, August 25, 2015

5907 Math Sciences Building

Meeting came to order at 12:01 pm

Meeting adjourned at 1:21 pm

Agenda

In attendance: Sue Phares, Harold Shin, Davida Johnson, Oszie Tarula, Andre Najera, Howard Kim, Linda Holmes, Chris Pompeo, Dave Margolis, Steve Blackman, Gabriel Ruiz, Raffi Simonian, Stefanie Pietkiewicz

Introduction and Hand-Off to New Board

- 2015-2016 board members:
 - o Howard Kim – President
 - o Gabriel Ruiz – President Elect
 - o Harold Shin – Immediate Past President
 - o Steve Blackman – VP for Programs and Projects
 - o Davida Johnson – Sponsor
 - o Dave Margolis – Historian
 - o Stefanie Pietkiewicz – Treasurer
 - o Susan Silah – VP for Information Systems
 - o Chris Pompeo – VP for Strategic Communication
 - o Oszie Tarula – VP for Events and Outreach
- 2014-2015 board members were:
 - o Harold Shin, Sue Phares, Mike Miller, Howard Kim, Raffi Simonian, Davida Johnson, Linda Holmes, Stefanie Pietkiewicz, Gabriel Ruiz

Introduction to members-at-large

- o Linda Holmes
- o Mike Lee
- o Raffi Simonian
- o Andre Najera

BruinTech Communication Tools

- 1) BruinTech email list
 - a. This list is our primary method of communication to BruinTech members. It is not moderated, but you must be a member to send an email. Board members moderate any posts sent from people who have not joined the listserv. All board members are moderators. People can join the list [here](#).
- 2) The Tech list (techlist@lists.ucla.edu)
 - a. A blanket list that includes HDC, BruinTech, etc.

- b. It is moderated and can be used to send notices to several lists (for security notices, Software Central updates, etc.)
- 3) BruinTech Board list
 - a. For BruinTech board members to communicate with one another
- 4) IT Peace Corps Mailing List
 - a. For BruinTech members who wish to learn about upcoming volunteer programs including First Fridays and Technology Speed Dating
 - b. People can join this list here: <http://lists.ucla.edu/cgi-bin/mailman/listinfo/itpeacecorps>
- 5) Bruintech.ucla.edu
 - a. Our website where we post about upcoming events, news items, etc.
- 6) Ccle.ucla.edu
 - a. A website for internal communication
 - b. We also do voting for the BruinTech elections and the service coin here

Proposed BruinTech Board Meeting

- 4th Thursday of every month in the Math Sciences Building
 - o Stefanie will reserve a room
- We will switch the date for November and December
- Davida's Conference Call Bridge will be used for those who cannot make the meetings in person

Brown Bags

- we need to decide on a time, date and location to have the brown bags each month
- Davida will work with Oszie to arrange this

BruinTech Website Redesign

- Stefanie organized several meetings to get input from BruinTechs about what new elements to incorporate on the BruinTech website
- The focus group came to the consensus that:
 - o The purpose of the site should be to engage and empower the UCLA community through technology and promote IT-related events and resources available on the UCLA campus
 - o BruinTechs include anyone, not just IT staff. We welcome members of the UCLA community who are interested in technology, those who use technology and those interested in how technology affects them.
 - o Audience includes staff, faculty and students
- Stefanie will email the board the document she put together about the BruinTech website redesign.

BruinTech Scholarships

- The scholarships are the responsibility of the Immediate Past President
- Scheduling

- We are going to try to award the scholarships this fall so that the winners will be able to take a class in Winter or Spring
- We may try to award the scholarships in the spring in the future so that the winners will have a full calendar year to take a class
- Applicants must be career staff employees, but they do not need to be technologists
- We will award 3 scholarships of \$1000 each that staff members can use toward a class of their choice at UCLA Extension through June 2016
- This year, we will also award a scholarship for the week long [Tech Management Program](#) (TMP) at Extension (\$3000 value). This scholarship will be known as the Jackie Reynolds Scholarship.
- We will present the scholarship winners their awards at one of our events this year

Ideas for IT Career Development

- We can use the BruinTech website to promote IT career advancement and communicate the career paths available to IT employees in the UC system
- UCLA currently does not have a good way of instructing IT people how to advance their careers
 - We can use our website to be a “translation mechanism” so IT employees can better understand how to advance their career
 - We can clarify the CHR classifications (i.e. PA, CRM, etc.)
- We also want students to know that working at UCLA is an option and we want to find better ways to attract students
- The 3 Presidents, Stefanie and Davida can work on this project
- BruinTech can be a resource for newly hired IT staff
 - The original goal of the [SuperFriends program](#) was to on-board IT staff. We held semi-annual orientation sessions focused on IT-specific topics that new employees should know. The program also paired incoming staff with experienced Bruins.
 - We can potentially revitalize the SuperFriends program
 - We should also have a page on the website for newly hired IT staff so they can orient themselves and understand what listservs to join, etc.
 - We should also point new hires to the [SuperFriends Knowledge Base page](#)
- Workshops on this topic would also be good
- We could create a BruinTech group on LinkedIn
- We could create videos instead of webpages to communicate how to advance your career
- We can also spotlight individuals in the UCLA IT community and do spotlights on the BruinTech website

FacTechs

- FacTechs/Tech Speed Dating events are held for UCLA staff and faculty during which IT staff volunteer their time to demo free or site-licensed software.
- We are looking to do 4-5 FacTechs throughout the year
 - We have planned one for the PDP program and Psychology already
 - Suggestions are welcome!