Monthly Board Meeting
Tuesday 20 May 2014
12:00 pm – 1:30 p.m.
Anderson – E302 (Rosenfeld Library)

AGENDA

In Attendance: Alberto Alquicira, Michelle Chen, Linda Holmes, Davida Johnson, Howard Kim, Mike Lee, Andre Najera, Philip Postovoit, Jackie Reynolds, and Harold Shin

Meeting called to order/Start: 12:06 pm
Meeting adjourned: 1:21 pm

Approve April Minutes
  • April Minutes approved

Brown Bag Update
  • May Brown Bag
    o Topic: Disaster Recovery
    o Around 10 people attended
    o Discussed how departments are handling disaster recovery plans
  • June Brown Bag
    o Appreciation Event
    o Andre will brainstorm topic ideas

Vendor Fair Update
  • Vendor Attendees
    o Currently have 12 vendors confirmed
    o Tom Trappler will contact Software Central partners
    o Board members should contact vendors and provide contact information in the Google Doc (http://tinyurl.com/o29wocr)
    o Deadline for vendor commitment is June 2nd
  • Event Logistics
    o Event scheduled for June 25, 10am-12pm, in Pauley Pavilion Club
    o All vendors will have opportunity to do a 30-second commercial at the beginning of the event, similar to the Tech Speed-dating format
    o Will also invite select vendors to do 20-minute talks during event

Technology Volunteer Appreciation Day
  • Event Logistics
- Event scheduled for June 19, 2pm-4pm, in YRL 11360
- Ice Cream Social
- Volunteers will receive Service Coins
- OIT will conduct survey during event to find out more about volunteer interest and motivation
- Michelle will send out RSVPs to invitees

**Elections, Roles and Succession**

- **Change in Board Member Terms**
  - Terms now changed so that Board members serve from September 1 through August 31
  - Linda will update bylaws to reflect change
- **2014 Elections**
  - Elections will be held in July
  - August Board Meeting will serve as transition meeting between the 2013-14 and 2014-15 Boards
- **Changes to Board Member Roles**
  - Suggested changes to VP for Information Systems, VP for Strategic Communications, and Historian roles
  - Want to ensure that Board members are working more closely together
  - VP for Information Systems will require some technical skills in order to update BruinTech website content
  - Linda and Harold will update the bylaws to reflect changes

**Staff Assembly Event – Possible Speed Dating in July**

- **Learn-at-Lunch Speed Dating event**
  - Caroline has been coordinating with Rejeana Mathis, incoming President of Staff Assembly, to promote BruinTech
  - Staff Assembly interested in having BruinTech host a Speed Dating event during the July Learn-at-Lunch
  - The Board expressed interest in hosting the event
  - Davida will also be speaking to Rejeana and will coordinate with Caroline

**The HDC CCLE site**

- **Repository of documents**
  - The CCLE site serves as the repository for HDC/BruinTech documents
  - Will continue to keep for historical purposes
  - Linda will update/upload new BruinTech bylaws on to CCLE site

**Microsoft IT Academy**

- **Migration**
  - MS IT Academy is doing a migration so all courses will be inaccessible during that time
- Mike will put up instructions on CCLE page and send information to Philip to put in Friday Five

**BruinTech Website – Timeline for programs/events**

- Add new schedule of events for upcoming year
  - Howard will add a new section on the BruinTech website for displaying the schedule of BruinTech events for the upcoming year