

Architecture CBF Committee
Official Minutes of Thursday, May 17, 2007
Minutes Started at 4:05pm

Attendees: Paul Cataneo, LuLu Saleh, Guillermo Perez, Ryan Starr, Stephen Silva, Thomas Burnworth, Vuk, Cameron Robertson, Douglas Allen, Jim Doerfler, Vickie, Chris Bradbury, Henri de Hahn

1. Doug, from the shop, passed out a wish list for the Shop
 - More tables for the “Cathedral,” we need to make it look more like a workspace. We need 6 stations [4 tables each].
 - Tables will be removed from the Cathedral after finals week ends (2007). The removal of tables from the Cathedral will happen regardless of CBF funds – tables will need to be funded.
 - In the woodshop we have only 10 stations. There isn’t enough room for people to work safely.
 - Remove number 2 from the wish list because it is out-of-date.
 - “Model Shop” area for making scaled models. Small precision tools. Quality tools over the \$90-\$120 tools.
 - Doug is a part of SAWS (Society of Architecture Woodshop Supervisors) and he asked its members if they have a similar Model Shop and they replied saying that it is so popular that some are expanding.
 - #4 on the list is more tools (band saws, tables saws...)
 - We are losing \$2000 a year worth of tools. The human element in the checkout system is the reason some of these tools haven’t been returned.
 - RFID tracking system might be the next step in the checkout security system.
 - Doug asked us what we think the shop needs:
 - Tools to repair existing tools
 - Spends about \$2000/month on upkeep
 - CBF money was to increase the shop, not necessarily maintain
 - We are paying Royce, a part time employee
 - Doug wants to talk to the other 2 disciplines that use the shop (architectural engineering and construction management)
 - We want it proposed and approved before the end of this year so it doesn’t carry into next year

2. Professor Doerfler is here to update us on the laser cutter and the 3d scanner
 - It is up in the Mac Lab. Professor Freeby is hoping to use it in a class this quarter
 - The laser cutter should be here this week. We are waiting for a space in the GRC building to be cleared out where we can store the laser cutter, scanner and hopefully a printer.
 - This should be set up this summer.
 - The Router is \$34,300 through HAS, who sponsors our Engineering department, possible discount?
 - AXISE machine is a fall back machine
 - The laser cutter and the router both need additional costs for exhaust systems and air compressors.
 - Doug has read that other schools have been surprised at the maintenance costs of the laser cutter. Doug can get definitive costs for the maintenance costs
 - The 3d printer is the next short term purchase.

3. Vickie presented the revised proposal – the Steelcase quote was much more than we thought. Henri said he has a donor that can match our approval of \$5000.
 - Vickie needs to separate the book proposal from the other proposal elements.
 - Chris Bradbury is a representative of the 5th year Chumash show. They are asking for a \$4000 safety net. This is the 4th year of the show and each year they have asked for money and have spent progressively less money. They are using surplus money from last year to fund the show.
 - Prices have risen and they are doing a new publicity element to the show (there is a catalog that has each student's project)
 - This \$4000 is just a safety net; they are hoping that fundraising will cover it all.
 - Most likely it won't be used, but there is always a potential for problems.
 - Vote on the \$4000 security proposal: all are in favor.
 - Henri thinks that the detailed CBF minutes should be internal. So maybe there is a code that we need to enter in order to see it, rather than the general public being able to access it on the department website. Possibly put it on Blackboard...
 - Henri has been doing fundraising for various things:
 - New sponsor studios
 - Tables/furniture
 - Internships
 - 5th year Thesis support
 - Sponsoring scholarships
 - He has a major donor that still has to sign some legal documentation
4. We need to do an inventory of the studios. Doug says that each year they are losing desks and tables
 - Cleaning up the studios between studios? Students and faculty need to take responsibility for their own space.
 - There are a few hoops that need to be jumped through in order to paint the studios. It has to be done properly or the safety department is going to find out and come down hard.
 - We need to work with Facilities. Henri is working with Facilities this summer and will talk with them and understand the processes.

Meeting Adjourned: 5:56pm