

Architecture CBF Committee
Official Minutes of Tuesday, October 28, 2008
Minutes Started at 11:06 AM

Attendees: Tom Einspahr, Nathan English, Isshin Morimoto, Corey Kawamoto, Joseph Alvernaz, Teresa Chan, Ramon Sanchez, Nick Pappas, Andrew Wright, Derick Lee, Cailin Swarm, Tiffany Carlson, Ryan Starr, Scott McColl, Jim Doerfler, and Henri T. de Hahn

- Introduction of officers
- Basic introduction of CBF Committee
 - Pass out by-laws
 - Stress the focus on outreach this year
 - Introduce the Facebook group, CBF Steering Committee- Architecture
- Discussion of organization and goals for the Committee this term
 - Ryan: recap of last term
Laser cutter, computers for the Mac lab, MRC, Support Shop, Photo Lab, CAED shop assistants and computer technician, furniture, etc.
 - Jim: thoughts about how to use the money
Digital fabrication equipment:
As of now, we have a router and a laser cutter. Need at least \$5,000 start up, plus funds to maintain the machines (vacuum filter, screws).
Explanation of various kinds of digital fabrication equipment.
New possibilities include a 3-D printer (a possible source of donations), micro-scribe laser scanner, or a second laser cutter, which may be needed due to a changing design culture.
To parallel these tangibles, need to consider a computer management system, and charges for student-use. Possibly a time-based swipe card (this would raise awareness of cost and time for using machine).
Lastly, money needs to go to a staff member to run and manage the machines.
- Open floor: Suggestions/comments/ideas
 - Large-format scanner
 - Plotter
Possibility: CRS has talked of running a program on campus in collaboration with the college. In that scenario, they would manage the machines, and possibly be supplemented with student labor.
 - Wall of computers
To collaborate with laser cutter, where students can prepare work before use, and receive approval.
Becomes a question of access and staffing
 - Use of the computer lab

- Need to let people know it's there!
- Scanners in every lab?
 - Tried it once, and most of the scanners quickly needed to be replaced or fixed.
- Furniture
 - Do we really need to replace the desks? Will people treat them bad anyway?
 - We don't want to reiterate a stereotype that Architecture students can work with less. It's an issue of finding a balance so that all students can feel like they are benefited.
- Need to take care of the furniture we do have!
 - Changing the culture
 - The possibility of an itemized list or damage bill
 - Would hold studio's accountable for their resources.
 - Two main options: deposit at the beginning of studio, or damage fees at the end.
- How can we get the laser cutter working soon?
 - If we don't have results in a couple of weeks, contact the head of facilities.
- Hiring a technician to run the router and laser cutter
 - This would need to be permanent position, because of the increasing need for digital tools for design.
 - Should not be associated with the support shop. This should be someone who would also be an instructor, and could lead students in the use of these machines.
- Sponsoring LEED students
 - Had discussed paying the fee for students who pass the LEED certification exam.
 - How many could we sponsor? Based on the budget, we could fund at least 20, and would then be more likely to receive donations for more.
 - The CM department offers LEED classes. Could we work with them or offer our own to try and help students prepare?
 - Sponsoring would be a good incentive, and LEED certification makes students more competitive when graduating.
 - Possibly sponsor a set amount of students this year and re-evaluate the situation next term?
- Quick review of budget:
 - Could safely sponsor 20 LEED students
 - \$5000 needs to go to the digital equipment as a start-up cost
 - Money also needs to go to various workshops for students
 - Portfolio
 - Sustainability
- Vote on sponsoring 20 LEED students: approved

Meeting adjourned at 12:04 AM