**Student Tech Fee (STF) Oversight Committee**

Minutes of Meeting: March 21, 2018

Voting Members Present: Jane Cassidy, Tommy Smith, Mette Gaarde, Sheri Thompson (proxy for Andrea Ballinger), Camille Faircloth (proxy for Jason Badeaux), David Trepagnier Jr (proxy for Jimmy Mickler), Aaron Harrington, Erica Borne, Ashton Vaughn, and Rene Petit

Guests: Kurt Keppler, Brian Antie, Tyler Kearney, John Duplantis, Amanda Marshall and Aimee Riggs

**Materials distributed:**

Minutes from March 14, 2018 Meeting

FY 18-19 ITS Proposal

FY 18-19 CBT Proposal

Current Status Report

1. **Welcome and Introduction.**

The meeting was chaired and called to order by Jane Cassidy at approximately 3:00 p.m.

1. **Old Business.**

1. **Approval of the March 14, 2018 Minutes** *(Jane Cassidy)*

Erica Borne motioned to approve the minutes; Rene Petit seconded the motion. The minutes were unanimously approved.

1. **New Business**
2. **Current Financial Status Report** *(John Duplantis)*

 John Duplantis discussed the current financial status of STF funds. The FY 18-19 ITS Proposal is currently $3,337,401; the CBT Lab Proposal is $193,900. If the STF funds the Discipline Specific at $1,000,000, the proposals would put the STF in a deficit balance of ($444,301).

1. **ITS FY 18-19 Proposal** *(Thompson)*

Sheri Thompson discussed the FY 18-19 ITS proposal. The committee briefly analyzed each component of the proposal. The committee discussed the projected balance remaining in the ITS STF Projects FY 17-18 and decided that the unspent dollars from the prior year could be used to fill the deficit. The committee also considered reducing the Discipline Specific allocation if necessary. Erica Borne motioned to approve the ITS proposal of $3,337,401. Camille Faircloth seconded the motion, and it was unanimously approved.

1. **Computer-Based Testing Lab FY 18-19 Proposal** *(O’Brien)*

David O’Brien went through the FY 18-19 CBT proposal. The committee briefly discussed each component of the proposal. The committee discussed the projected balance remaining in the ITS STF Projects FY 17-18 and decided that the unspent dollars from the prior year could be used to fill the deficit. The committee also considered reducing the Discipline Specific allocation if necessary. Erica Borne motioned to approve the CBT Lab’s proposal of $193,900. Camille Faircloth seconded the motion, and it was unanimously approved.

1. **PC Reallocation**

Dr. Cassidy explained the PC reallocation is usually handled by a sub-committee consisting of the Chairperson, Faculty Senate Member, and SG President. Rene Petit motioned to approve the subcommittee. Erica Borne seconded the motion, and it was unanimously approved.

1. **Next Meeting Date**

 The next STF Oversight Committee meeting will be held in the Fall of 2018.

1. **Adjourned**

Tommy Smith motioned to adjourn; Erica Borne seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:25 p.m.

**Reminders:** Please forward all agenda items and handouts to Jane Cassidy or John Duplantis a minimum of one week prior to the next meeting.

Student Representatives: If you are unable to attend the next meeting, please send an alternate representative to ensure a quorum.

*Respectfully submitted, Jane Cassidy, Chairman*

*Minutes recorded by Amanda Marshall*