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

Minutes of Meeting: November 28, 2017

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

Guests: Kurt Keppler, Brian Antie, Sheri Thompson, Michael Smith, Frank Sipos Jr., John Duplantis, Aimee Riggs and Amanda Marshall

**Materials distributed:**

Minutes from April 3, 2017 Meeting

STF Financials

1. **Welcome and Introduction.**

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

1. **Old Business.**
2. **Approval of the April 3, 2017 Minutes** *(Jane Cassidy)*

Tommy Smith motioned to approve the minutes; Jane Cassidy seconded the motion.  The minutes were unanimously approved.

1. **Orientation/Brief Overview of STF** *(Tommy Smith)*

Tommy Smith provided an overview, background information and an explanation of the timing of the STF’s revenues and expenditures. He also explained how some of these funds have been retained by the University in times of budgetary distress to help serve other student technology needs on campus.

1. **New Business.**

**A. Financial Status Report** *(John Duplantis)*

John Duplantis gave an overview of the current financial status.

The STF ending balance as of June 30, 2017 was $1,474,709 including Veterinary Medicine. The LSU Campus portion comprised $864,191 of this total, while Veterinary Medicine had a carryforward of $264,013. For 17-18 excluding Veterinary Medicine, the estimated new STF Fee Revenues are $3,510,000. The STF previously committed $4,540,918 for FY 17-18 projects (including $850,000 for Discipline-Specific projects) and $165,587 remained to be expended for FY 16-17 carryforward projects. The remaining uncommitted funds for FY 17-18 were $14,191. The total uncommitted funds in Veterinary Medicine were $216,644.

**B. FY 2017-2018 Discipline-Specific Proposals** *(Jane Cassidy)*

Jane Cassidy states that the committee has the opportunity to use $850,000 for Discipline-Specific Proposals. She also gave some history of Discipline-Specific Proposals and informed the committee on how the process works. The committee unanimously approved the $850,000 to be used for Discipline Specific Proposals. The proposals will be due mid-February, and the committee will be given 2-3 weeks to review. The goal is to disclose which proposals will be funded before the spring semester ends. More details about the criteria and grading scale will be discussed at the next meeting.

1. **Next Meeting Date**

The next STF Oversight Committee meeting will be in early February.

1. **Adjourned**

Tommy Smith motioned to adjourn; Erica Borne seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:00 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*