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

Minutes of Meeting: February 27, 2019

Voting Members Present: Jane Cassidy, Tommy Smith, Mette Gaarde, Ric Simmons (proxy for Andrea Ballinger), Stewart Lockett, Aaron Harrington, Ashton Vaughn, William Jewell (proxy for Courtney Reeder), Miranda Campbell (proxy for Rene Petit)

Guests: Arlette Henderson, Carrie-Anne Slaton, Heather Slagell, Brian Antie, Frank Sipos Jr., Tyler Kearney, John Duplantis, Amanda Marshall and Aimee Riggs

**Materials distributed:**

Minutes from January 30, 2019 Meeting

Follow-up Questions from ITS

Revised Allocation Scenarios ITS/CBT

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 January 30, 2019 Minutes** *(Jane Cassidy)*

Ashton Vaughn motioned to approve the minutes; Miranda Campbell seconded the motion. The minutes were unanimously approved.

1. **ITS FY 19-20 Proposal** *(Heather Slagell)*

Heather Slagell distributed an updated allocation scenario that proposed cuts to various projects. This proposal also identified priorities if any uncommitted funds are returned. The committee analyzed the proposed scenario and approved the changes, for a total of $3,357,165 and listed priorities if funds are returned. Ashton Vaughn motioned to approve the updated ITS proposal. Stewart Lockett seconded the motion, and it was unanimously approved.

| Priority | Amount | Project |
| --- | --- | --- |
| 1 | 16,944 | ICC WIFI Coverage |
| 2 | 80,600 | Retrofitted Classrooms |
| 3 | 30,000 | Equipment for checkout |
| 4 | 15,000 | Furniture Life Cycle Upgrades |
| 5 | 115,275 | Computer Life Cycle Upgrades |
| 6 | 25,000 | Wireless & Wired Node Support |
| 7 | 94,135 | Student Staff Salaries |
|  | 376,954 | Total |

1. **Computer-Based Testing Lab FY 19-20 Proposal**

The committee decided to remove all Tutoring Center requests from the proposal and approved the remaining portion of the proposal for a total of $187,400. Ashton Vaughn motioned to approve the updated CBT proposal. Stewart Lockett seconded the motion, and it was unanimously approved.

1. **Next Meeting Date**

The next STF Oversight Committee meeting will be held on Wednesday, March 27th at 3:00pm in the Academic Affairs Conference Room.

1. **Adjourned**

Aaron Harrington motioned to adjourn; William Jewell 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 Amanda Marshall 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*