Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: March 19, 2004

Voting Members Present: Jerry Baudin, Chair; Jim Fernandez, Allen Richey, Spencer Sissell (proxy), Aaron LaRose, Jason Wesley, Dustin Clemens (proxy), and Jesse Gomez (proxy).

Guests: Joel Williams, Chuck Wilson, Tammy Adams, Brandon Billeaud, Matt Thomas, and Robert Kuhn.

Materials distributed:
Minutes from March 5, 2004
Discipline Specific Ranking Sheet FY 2004-2005
Uncommitted Funds Statement
Additional Multimedia Rooms Request
Reallociation Request from Mass Communications
STF Software Subcommittee Recommendations
Public Access PC Reallocations for 2004 Availability List

I. Welcome and Introduction.

The meeting was called to order by Jerry Baudin at 3:03 p.m.

II. Old Business:

A. Approval of the March 5, 2004 minutes. (Jerry Baudin)

Jason Wesley motioned for the approval of the minutes; Spencer Sissell seconded the motion. The minutes were unanimously approved.

B. Distribution of FY 2004-05 Funds (Bob Kuhn)

There were approximately $105,000 in uncommitted funds as of March 5. Aaron LaRose made a motion to approve funding for 5 additional multimedia classrooms at a total of $111,545. The 5 additional rooms are located in Tureaud Hall, rooms 201, 210, 218, 220, and 225. Spencer Sissell seconded the motion. The motion was unanimously approved.

C. Discussion of the Discipline Specific Proposals (Jerry Baudin)

Since all the FY 04-05 STF funds are now committed, a motion was made to notify the author(s) of the remaining proposals that their project was not funded. The motion was made by Aaron LaRose and seconded by Allen Richey. The motion was unanimously approved.

III. New Business:

A. Reallociation Request from Mass Communications (Bob Kuhn)

Mass Communications requested to use $11,316 of savings from their current FY 03-04 money to fund an additional discipline specific multimedia classroom in the Journalism building. This would bring the number of new multimedia classrooms created in the Journalism building from 4 to 5 and Mass Communications would still return approximately $20,000 in savings to the STF fund. Aaron LaRose made the motion to approve the reallocation of savings, and Jason Wesley seconded. The motion was unanimously approved.

B. Student Tech Fee Software Subcommittee Recommendations (Joel Williams)

Joel Williams distributed a hand-out listing the recent requests discussed by the STF Software Subcommittee. The subcommittee recommended funding item 1) LSU Library/ Adobe Content Reader Gateway for $1,800, item 2) Chemistry-Basic Sciences/Mathematica: Digital Imaging Processing for $784, and item 3) Chemistry-Basic Sciences/Mathlab Imaging Toolboxes for $736. Item 4, Geography and Anthropology/ EndNote v.7 for $15,448 was not recommended for funding at this time. It has been placed on hold until more information can be gathered.
regarding utilization of the software and the cost effectiveness. The subcommittee will provide a recommendation on item 4 at a later meeting.

The motion to approve items 1, 2, and 3 was made by Aaron LaRose and seconded by Spencer Sissell. The motion was unanimously approved.

C. Public Access PC Reallocations for 2004
Jerry Baudin appointed Chuck Wilson to serve as chairman of the subcommittee for the 2004 reallocation of STF computers from the public access computer labs. Allen Richey will assign 4 or 5 students to the reallocation subcommittee. There will be approximately 200 computers available to be reallocated for academic use. Joel Williams provided a hand-out regarding the available computers and their specific hardware. A call for proposals requesting these computers will soon be sent to Deans and Vice Chancellors. The request should include college/department, contact name, a brief statement describing how the computers are to be used, number requested, and specific hardware requested. The deadline for proposal submissions is April 16.

D. Student Government President and Student Transition
Since the Student Government elections will be held next week, Jerry Baudin asked the student members if they would continue to meet with the committee during the transition to the new student members. Allen Richey, Jason Wesley, and Aaron LaRose agreed to do so.

Jerry Baudin would like to have a 1-2 hour orientation session for the new STF members as soon as new members are approved and a date and time can be arranged.

E. Student Tech Fee (STF) Website & Proposal Updates/Changes
Jerry Baudin would like committee members to prepare to discuss the following issues at some future STF committee meeting.

• making the web site more user friendly; cosmetic and content changes
• providing electronic feedback to PI’s on proposals not funded
• refining description of items allowed/not allowed in a discipline specific proposal
• submitting proposals electronically
• revising the proposal routing process
• refining the new “check list” form

IV. Next meeting date.
The next regularly scheduled meeting will be on Friday, April 16, 2004 at 2:30 p.m. in the LSU Union, Caddo Room.

V. Adjourned.
Aaron LaRose motioned to adjourn; Spencer Sissell seconded; the motion was unanimously approved. The meeting adjourned at 3:43 p.m.

Reminders:
Please forward all agenda items and handouts to Bob Kuhn or Lisa Ruiz prior to the meeting.

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

Respectfully submitted, Jerry Baudin, Chairman
Minutes recorded by Lisa Ruiz