Revisions were made and approved as noted at the February 14, 2006 STF Meeting.

Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: February 7, 2006

Voting Members Present: Jerry Baudin, Chuck Wilson, Michelle Gieg, Spencer Sissell, Pete Mitretta, Brian Voss, Neal Stoltzfus, Jessica Ketcham, Heath Hattaway and Josh King.

Guests: Bob Kuhn, Joe Hutchinson, Pamela Nicolle, Bobby Matthews, Sheri Thompson, Melody Childs, Stacey Morales and Chris Day.

Materials distributed:
Minutes from November 30, 2005 Meeting
FY 2006-2007 Information Technology Services (ITS) Proposal
FY 2006-2007 Centers for Excellence in Learning and Teaching (CELT) Proposal
Center for Excellence in Teaching and Learning FY 2005-2006 Multi-Station Testing Lab Discipline Specific Proposal
Additional Funds Request
Student Technology Fee (STF) Ranking FY 2006-2007

I. Welcome and Introduction.
The meeting was called to order by Jerry Baudin at approximately 3:05 p.m.

II. Old Business.

A. Approval of the November 30, 2005 Minutes (Jerry Baudin)
Heath Hattaway motioned for the approval of the minutes; Chuck Wilson seconded the motion. The minutes were unanimously approved.

III. New Business

A. Student Technology Fee (STF) Website Link on the LSU Homepage (Jerry Baudin)
In an email, Michelle Gieg brought to the Committee’s attention that upon the launch of the new LSU website the STF website link was removed from the LSU homepage. The Committee decided to defer discussion of this issue until a later time.

B. Information Technology Services (ITS) FY 2006-2007 Proposal (Brian Voss)
Brian Voss gave an overview of the ITS FY 2006-2007 proposal which totaled $2,852,310 included approximately $178,015 in projects previously approved by the Committee for FY 2006-2007 and $51,160 in projects approved for spending from FY 2005-2006. The proposal consists of five components including: recurring maintenance of $1,155,300, life cycle funding of $476,100, campus software of $758,300, 2005 new-ongoing projects of $116,460 and new proposed projects of $346,150. The FY 2006-2007 proposals would result in approximately a net effective increase in ITS requests of 5.2% over their FY 2005-2006 request excluding the START program.

After a lengthy discussion of the ITS proposal, Michelle Gieg recommended the Committee table defer the ITS proposal until the February 14, 2006 meeting allowing the Committee time to review the FY 2006-2007 discipline specific proposals which were distributed to the Committee at this meeting. The Committee agreed and discussion of the FY 2006-2007 ITS proposal will continue at the next meeting.

C. Center for Excellence in Teaching and Learning (CELT) FY 2006-2007 Proposal (Pam Nicolle)
Pam Nicolle presented the CELT FY 2006-2007 proposal which totaled $430,815 and consists of the three following components: supplies, service and support of $230,000, retrofitted classrooms of $117,700 and portable and reserve equipment of $83,115. Pam also presented one alternative to the retrofitted budget which would allow the $12,100 vendor installation fee to be reduced by to $5,000 if CELT staff performed the installations on the retrofitted rooms instead of an outside vendor. This alternative would reduce the total proposal to $423,715 for FY 2006-2007.
Heath Hattaway motioned for the approval of the CELT proposal with the alternative of using CELT staff to perform retrofitting for a total funding of $425,815 with the provision that CELT would get approval from the committee prior to spending any of the $20,000 allocated to “emerging technologies”. Brian Voss seconded the motion with the provision as stated. The motion was unanimously approved.

D. Additional Request from Center for Excellence in Teaching and Learning for FY 2005-2006 Multi-Station Testing Lab Discipline Specific Proposal (Bobby Matthews)
Bobby Matthews came before the Committee to request $64,260 in additional funding for FY 2005-2006 multi-station testing lab which would allow the lab to add 42 computer stations to the original 350 stations already approved bringing the total number of computer stations in the lab to 392. The additional $64,260 would increase the existing FY 2005-2006 project’s budget to $315,860. However, the lab in Himes Hall basement is currently being renovated and the computers could not be utilized until the labs approximate opening in October 2006. Jerry Baudin recommended if funded the computers not be ordered until closer to the time of installation but prior to any price increases in the computer stations. Brian Voss motioned for the approval of the $64,260 for the additional computers with the recommendation the computers not be ordered till a later date; Jessica Ketchum seconded the motion. The motion was approved by a majority of the Committee with Heath Hattaway objecting to the motion.

E. Distribute FY 2006-2007 Discipline Specific Proposal Binders (Bob Kuhn)
Binders containing all Discipline Specific Proposals for FY 2006-2007 were distributed to the Committee along with a ranking form to be returned to the Office of Budget and Planning no later than 4:30 PM, Thursday, February 16, 2006. Rankings will be tabulated and returned to the Committee at the Tuesday, February 21, 2006 meeting.

IV. Next Meeting Date.

The next regularly scheduled meeting will be held on Tuesday, February 14, 2006 from 3:00 – 4:30 PM in 206/207 Fred Frey Computing Services Building.

V. Adjourned.

Chuck Wilson motioned for the meeting to adjourn; Brian Voss seconded; the motion was unanimously approved. The meeting adjourned at 5:00 PM.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or Michele Perez a minimum of 24 hours 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 Michele Perez