I. Welcome and Introduction.
The meeting was called to order by Jerry Baudin at approximately 8:20 am.

II. Old Business.

A. Approval of the October 2, 2007 Minutes (Jerry Baudin)
Josh King requested the minutes from October 2, 2007 be amended to include the following statement at the end of section C, Old Business: "Information Technology Services will include a student printing quota as part of their FY 2008-09 Student Technology Fee proposal." Colorado Robertson motioned the amended minutes be approved; Chuck Wilson seconded the motion. The amended minutes were unanimously approved.

III. New Business

A. Update on Financial Status (Bob Kuhn)
Bob Kuhn provided an update on the FY 2007-2008 financial status of the Student Technology Fee (STF) funding. As of February 20, 2008, approximately $3,740,000 has been collected in STF dollars versus the projection of $3.8 million. With FY 2007-2008 total revenues of approximately $4,442,714 ($3,740,000 in estimated fees plus $702,714 in carry-forward funds from FY 2006-2007) and current commitments of $4,459,765, an estimated deficit of $17,051 is projected at this time.

Since the University is projecting another decrease in enrollment during FY 2008-2009, the STF income for FY 2008-2009 is estimated to be $3.6 million. This amount could be allocated by the Oversight Committee to FY 2008-2009 projects at this time.

B. Information Technology Services FY 2008-2009 Proposal (Brian Voss)
Melody Childs presented the Information Technology Services (ITS) FY 2008-2009 proposal to the Committee. The ITS baseline request totaled $2,998,415, an increase of $505,894 over FY 2007-2008’s allocation. The proposal consisted of the following five components:

<table>
<thead>
<tr>
<th>Component</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Component 1: Recurring maintenance</td>
<td>$1,437,250</td>
</tr>
<tr>
<td>Component 2: Life cycle funding</td>
<td>$528,300</td>
</tr>
<tr>
<td>Component 3: Campus software</td>
<td>$698,000</td>
</tr>
<tr>
<td>Component 4: New-Ongoing</td>
<td>$35,000</td>
</tr>
<tr>
<td>(Additional student support for 24-hour lab)</td>
<td></td>
</tr>
<tr>
<td>Component 5: Student printing quota</td>
<td>$299,865</td>
</tr>
</tbody>
</table>

**TOTAL** $2,998,415

In addition to the five components stated above, ITS’ proposal also consisted of the following two new initiatives, not included in the baseline request: LSU Student Union lab enhancements ranging in cost from $100,000 to $200,000 and Final Cut Pro software for START lab computers for $8,800.
The LSU Student Union lab enhancements included two funding options. The first option, in addition to the required additional staffing ($35,000) proposed in the baseline request, would include purchasing new computers for the 24-hour lab ($39,000), adding one high-end color printer ($11,000), and adding a small Help Desk service center ($15,000) for a total of $100,000. The second option includes all enhancements in the first option as well as Gear-to-Geaux laptops, digital and video cameras, clickers, and related equipment; more high-end digital editing software; a range of printers and scanners, a robust Help Desk service center area; and mobility workspaces and furniture for a total of $200,000.

Lastly, ITS also proposed a one time expenditure of $8,800 for the purchase of Final Cut Pro software for START lab computers.

The Committee took no action on the ITS proposal and will continue the discussion at the next scheduled STF meeting.

C. Center for Excellence in Learning and Teaching FY 2008-2009 Proposal (Joe Hutchinson)
Pam Nicolle presented the Center for Excellence in Learning and Teaching (CELT) FY 2008-2009 proposal to the Committee. CELT’s FY 2008-2009 total request of $592,508 is a decrease of $261,833 over FY 2007-2008’s allocation. The CELT proposal consisted of the following components:

- Component 1: Supplies, service, support and security $230,500
- Component 2: Retrofitted classrooms $239,848
- Component 3: Portable and maintenance/support equipment $77,100
- Component 4: New smart multimedia classrooms $18,560
- Component 5: Graduate assistants & two new computers $26,500

TOTAL $592,508

Currently, a total of 157 multimedia classrooms are maintained on the LSU campus. Maintenance requirements include supplies, telecommunications, and student technology assistants. Portable and reserve equipment provides for ready access or replacement of technology resources for students and faculty. Sixty classrooms are scheduled for cyclical retrofit with three of the retrofit classrooms designated to receive Symposium Interactive Displays in place of current podium monitors. The new classrooms component includes one new smart classroom for the newly combined Coates 220 and 222 classrooms. The addition of this classroom will bring the total number of smart classrooms to 158, (76%) of the total general purpose classrooms on campus.

Due to questions from committee members concerning the cost of graduate assistants and classroom VCR/DVD equipment in the CELT proposal, Chairman Baudin asked Joe Hutchinson to provide additional information on these two subjects prior to the next meeting.

The Committee took no action on the CELT proposal and will continue the discussion at the next scheduled STF meeting.

IV. Next Meeting Date.
The next STF Oversight Committee will be held on Friday, February 29, 2008 at 7:30-9:00am.

V. Adjourned.
Jerry Baudin motioned for the meeting to adjourn; Brian Voss seconded. The motion was unanimously approved. The meeting adjourned at approximately 9:30am.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or Emily Saleh 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 Emily Saleh