I. Welcome and Introduction.
The meeting was chaired and called to order by Robert Kuhn at approximately 3:00 p.m.

II. Special Guest
Provost Stuart Bell spoke to the committee about the budget dilemmas that the university has been facing since January 2009. He thanked the committee for the support they have given by allocating $1 million of Student Tech Fee funds annually since FY 10-11 to assist ITS during this budget crisis. At this time, it is unclear if the university will be requesting this assistance again for FY 14-15. The University is optimistic that the committee will not be asked to provide this $1 million in FY 14-15. However, a final decision may not be made until the legislature session ends in June.

III. Old Business.

A. Approval of the November 18, 2013 Minutes (Robert Kuhn)
Trey Schwartzenburg motioned to approve the minutes; Andrew David seconded the motion. The minutes were unanimously approved.

IV. New Business

A. Current Status Report (Robert Kuhn)
Bob Kuhn discussed the current STF financial status. For FY 2013-2014, excluding Veterinary Medicine, the beginning balance, including estimated new STF Fee Revenues of $3,940,000, is $4,848,196. The STF previously committed $4,825,210 for FY 13-14 projects. The remaining uncommitted funds for FY 13-14 are $22,986. He also discussed the projected FY 2014-2015 revenues and expenditures. With the unallocated FY 13-14 balance of $22,986 and projected FY 14-15 fee revenues of $3,890,000, there should be approximately $3,912,986 available for FY 14-15. However, STF history has shown that hundreds of thousands of dollars have been returned to the Tech Fee fund from projects that did not use all of the funds allocated to them. At this time, it is unknown how much will be returned at the end of this fiscal year.

B. Information Technology Services (ITS) FY 2014-2015 Proposal (Michael Smith)
Michael Smith presented the ITS FY 14-15 Budget Proposal to the Committee. After a brief discussion, the following issues were addressed:

- Marketing/Communications in Component 1 was increased from $5,000 to $40,000 due to a lack of knowledge across campus of services provided by the Student Technology Fee Committee. More advertising will need to be done next year.
- Michael Smith discussed briefly three different scenarios that ITS suggests to address the issue of under-utilization of the public access labs across campus. All scenarios include closing the Union lab which will save $65,000 annually in labor costs. The ITS proposals include the closing of the Union lab and reducing the number of computers in the Middleton labs by half. Thomas Rodgers requested that more information on the three different scenarios be provided at the next meeting.

- Neal Stoltzfus asked that ITS provide, at the next meeting, information on the total cost of wireless across campus.

- Joseph Gipson asked about possible improvements to wireless printing to compensate for the loss of printing in the public access labs. Michael Smith informed the Committee that ITS is looking into not only upgrading wireless printing, but other alternatives as well.

Thomas Rodgers motioned to defer the entire ITS proposal until the February 20 meeting. Alex Grashoff seconded the motion, and it was unanimously approved.

C. Various Requests
Andrew David requested information from the past few years which would show allocated funds compared to actual expenditures for STF projects. John Duplantis agreed to gather the requested data and distribute it to the committee as soon as possible. Thomas Rodgers requested a breakdown of the $584,681 that was allocated as Institutional Software as part of the $1 million of STF funds provided for institutional support. ITS agreed to provide this information at the next meeting.

D. Discipline-Specific Project Proposals (Robert Kuhn)
Bob Kuhn discussed the history of Discipline-Specific Projects with the Committee. Since the university’s current budget dilemmas started in FY 2008-2009, the STF Committee has not been seeking discipline-specific proposals. If adequate funds are available in FY 2014-2015, the Committee may want to re-implement discipline-specific projects. No action was taken at this time. The Committee will try to gauge faculty interest across campus of their submitting discipline-specific proposals for FY 2014-2015. This issue will be discussed at the next meeting.

V. Next Meeting Date
The next meeting is scheduled for Thursday, February 20 at 3:00 pm in the Academic Affairs Conference Room.

VI. Adjourned
Alex Grasshof motioned for the meeting to adjourn; Trey Schwartzenburg seconded. The motion was unanimously approved. The meeting adjourned at approximately 4:30 p.m.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or John Duplantis a minimum of one week 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, Robert Kuhn, Chairman
Minutes recorded by John Duplantis