Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: March 19, 2010

Voting Members Present: Chuck Wilson, Melody Childs proxy for Brian Voss, Neal Stoltzfus, Heath Price proxy for Eric Monday, Stuart Watkins, Joe Curry, Andrew Palermo, Tyler Martin, and Colorado Robertson

Guests: Pam Nicolle, Michael Smith, Robert Doolos, Daniel Roberts, and John Duplantis

Materials distributed:
Minutes from February 26, 2010 Meeting
ITS FY 2010-2011 Annual Budget Proposal
Dissemination of Proposals Proposal
Computer Based Testing Lab Proposal

I. Welcome and Introduction.
The meeting was chaired and called to order by Chuck Wilson at approximately 8:00 a.m.

II. Old Business.

A. Approval of the February 26, 2010 Minutes (Chuck Wilson)
Colorado Robertson motioned the minutes be approved; Andy Palermo seconded the motion. The minutes were unanimously approved.

B. PC Reallocation Subcommittee FY 2009 – 2010 (Chuck Wilson)
Chuck Wilson described the method by which the STF computers will be reallocated. A brief discussion followed. Stuart Watkins motioned to allocate the computers based on the method provided by the subcommittee. Colorado Robertson seconded the motion. The motion was unanimously approved.

C. Review of STFOC objectives and guidelines (Colorado Robertson)

i. Dissemination of Proposals Request
Andy Palermo presented a proposal stating all items requiring a vote of the Student Technology Fee Oversight Committee (STFOC) be disseminated a minimum of 7 calendar days before a scheduled STFOC meeting. The intention is to allow time for Committee members to make informed decisions based on the information provided. Robert Doolos added to the proposal that a notice about the first STFOC meeting in the academic year be communicated 7 calendar days in advance of the meeting. Chuck Wilson stated these proposals can be incorporated within procedures of Roberts’ Rules of Order without making a change to the Student Tech Fee Plan. All members concurred with his statement.

III. New Business

A. ITS FY 2010 – 2011 Budget Proposal (Melody Childs)
Melody Childs presented the Information Technology Services (ITS) 2010 – 2011 Budget Proposal to the Committee. A brief discussion followed. Melody informed the Committee that ITS would need to begin purchasing computers for FY 2010 – 2011 by the end of April. These computers would be setup during the summer. No action was taken. The item was deferred until a later meeting.

B. STF Surplus Equipment (Non-computer) Reallocation (Chuck Wilson)
After a brief discussion, the Committee agreed to continue reallocating STF non-computer equipment on a case-by-case process.
C. Computer Based Testing Lab for STF FY 2010 – 2011 *(Matthews)*
Chuck Wilson discussed the history of Student Technology Fee funding of the Computer Based Testing Lab. A brief discussion followed. No action was taken. The item was deferred until a later meeting.

IV. Next Meeting Date
Chuck Wilson will invite the Chancellor to the next meeting. The next STF Oversight Committee meeting will be announced at a later date.

V. Adjourned
Neal Stoltzfus motioned for the meeting to adjourn; Joe Curry seconded. The motion was unanimously approved. The meeting adjourned at approximately 9:00 a.m.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or Daniel Roberts 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, Chuck Wilson, Chairman
Minutes recorded by Daniel Roberts