Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: November 21, 2008

Voting Members Present: Jerry Baudin, Brian Voss, Chuck Wilson, Colorado Robertson, Stephen Martinez, Christopher Peters, Joseph Curry, Andrew Palermo, Ryan Branson, Josh Doguet (proxy for Ben Clark) and Neal Stoltzfus

Guests: Bob Kuhn, Pam Nicolle, Michael Smith and Robert Doolos

Materials distributed:
Minutes from February 29, 2008 meeting
Student Technology Fee Analysis of Revenue and Expenditures for FY 2007-2008 Projects
Student Technology Fee FY 2008-2009 Unallocated Funds
Information Technology Services Proposals for Use of Unallocated Funds FY 2008-2009
Information Technology Services Proposal for TigerBytes II

I. Welcome and Introduction.
The meeting was called to order by Jerry Baudin at approximately 7:45 a.m.

II. Old Business.

A. Approval of the February 29, 2008 Minutes (Jerry Baudin)
Chuck Wilson motioned the minutes be approved; Joseph Curry seconded the motion. The minutes were unanimously approved.

III. New Business

A. Update on Financial Status (Bob Kuhn)
Bob Kuhn gave a brief overview of the Student Technology Fee (STF) financial reports for FY 2007-08. STF began FY 2007-08 with $769,545, added $3,798,620 in fees and $40,231 in interest earned. The total STF expenditures for FY 2007-08 totaled $3,878,167. STF ended the fiscal year with a balance of $730,229 of which $1,873 is committed to complete on-going FY 2007-08 STF projects.

Bob Kuhn then gave a brief overview of the STF budget for FY 2008-09. At this time, $840,857 is available to be allocated to STF projects. These funds are available due to the return of $683,653 to the STF account from allocations made in FY 2007-08, of which $1,873 is being carried forward to complete FY 2007-08 projects. In addition, it is estimated that approximately $3,750,000 will be collected in technology fees for FY 08-09. As of October 2008, the STF Committee has allocated $3,592,796.

B. Proposals for use of Unallocated Funds (Brian Voss)
Information Technology Services (ITS) presented three proposals to the committee totaling $427,300. Following a discussion, Chuck Wilson motioned to vote on each proposal individually; Jerry Baudin seconded the motion. The motion was unanimously approved.

1. The first proposal requested $35,000 in one-time funds for student wages. This request is due to the mandated increase in the federal minimum wage to $6.55 per hour that went into effect July 24, 2008. Failure to approve the $35,000 would result in the loss of over 5,300 hours of student labor, causing a significant decrease in service coverage. Chuck Wilson motioned to approve proposal #1; Neal Stoltzfus seconded the motion. The motion was unanimously approved.

2. The third proposal requested the STF Oversight Committee to hold approximately $100,000 in reserve in anticipation of a fully developed proposal for a collaborative learning environment in the Middleton Information Commons. ITS agreed to present a proposal to the committee, no later than January 2009. Andrew Palermo
motioned to approve the request for proposal #3; Chuck Wilson seconded the motion. The motion was unanimously approved.

3. The second proposal requested $292,300 in one-time funds to modernize the student file-storage system—Tigerbytes—by replacing the system with a more fully featured environment based upon the Xythos platform. This new environment will be called Tigerbytes II, and will replace the existing Tigerbytes, replace the Outblaze web-hosting service, and also include function currently served separately by Files-To-Geaux. Chris Peters motioned to approve proposal #2; Colorado Robinson seconded the motion. The motion was unanimously approved.

Chairman Baudin then opened the floor for any additional proposals for use of the unallocated funds. Following a discussion, Andrew Palermo motioned to have the Student Print Quota return for spring 2009. Motion failed with no second.

IV. Next Meeting Date.
The next STF Oversight Committee meeting will be announced at a later date.

V. Adjourned.
Jerry Baudin motioned for the meeting to adjourn; Colorado Robinson seconded. The motion was unanimously approved. The meeting adjourned at approximately 9:30 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, Jerry Baudin, Chairman
Minutes recorded by Daniel Roberts