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

II. Old Business.

A. Approval of the September 24, 2012 Minutes (Eric Monday)
Meredith Westbrook motioned to approve the minutes; Andrew David seconded the motion. The minutes were unanimously approved.

B. Computer-Based Testing Lab Proposal (David O’Brien)
David O’Brien presented the Office of Assessment and Evaluation’s request for $144,000 for 120 workstations in the Computer-Based Testing Lab as well as $4,000 for general maintenance and electronic items. This would be year three of a four year funding cycle. After a brief discussion of all the other proposals by ITS, Thomas Rodgers motioned to approve the Computer-Based Testing Lab for year three funding of $148,000. Andrew David seconded the motion, and it was unanimously approved. In the future, any funding requests for the Computer-Based Testing Lab will be added to the annual proposal that ITS presents to the Student Technology Fee (STF) Committee.

III. New Business

A. ITS Prospective Proposals (Michael Smith)
- Kaltura – Pam Nicolle presented a proposal to the STF Committee for Kaltura which is a streaming media infrastructure for course video materials. This will allow faculty to embed videos into Moodle more effectively and allow students to post video responses to questions. Taylor Cox motioned to approve $58,500 for this project. Andrew David seconded the motion, and it was unanimously approved.
- Support Phones – Mike Smith proposed adding support phones in ten classrooms in the Business Education Complex that connect automatically to the classroom support team in order to facilitate quick communication, support, and turnaround on equipment problems. After a brief discussion with many negative comments, Eric Monday suggested taking this proposal off of the table and the STF Committee agreed.
- Blu-Ray Players for Classroom Computers – Mike Smith proposed installing Blu-ray players on 90 computers that currently do not have that technology. This would be a temporary solution for faculty members needing to show videos that are only available in a Blu-ray format. Future cycles of computer upgrades will have this feature, so the Committee decided to defer this proposal until it is deemed more necessary.
- Widescreen Monitors – Mike Smith proposed adding 48 wide-screen monitors to classrooms currently using traditional computer monitors with widescreen projectors. After a brief discussion, Taylor Cox motioned to approve $7,200 for the purchase of 48 monitors at $150 each. Meredith Westbrook seconded the motion, and it was unanimously approved.
- **Williams 102 and 103** – Mike Smith proposed upgrading two classrooms in Williams Hall to dual projection screens. After a brief discussion, Taylor Cox motioned to approve $31,500 to upgrade these two classrooms. Thomas Rodgers seconded the motion, and it was unanimously approved.

- **Apple iPads for Gear-to-Geaux** – Mike Smith proposed a pilot project that will add 10 iPads to the current Gear-to-Geaux equipment pool. Currently, the pool has approximately 70 laptops which are consistently all checked out. This pilot may expand to a full checkout program if enough interest is generated through this project. After a brief discussion, Taylor Cox motioned to approve $10,200 for the purchase of ten iPads with supporting equipment. Thomas Rodgers seconded the motion, and it was unanimously approved.

- **Additional Charging Stations for Mobile Phones** – Mike Smith proposed installing three additional charging stations around campus for students to charge their mobile phones. After a brief discussion with positive feedback from the students, Meredith Westbrook motioned to increase the proposal to $17,500 for five charging stations to be located in Patrick F. Taylor Hall, the Business Education Complex, the Art & Design Atrium, the Tiger Lair in the Student Union and the new bookstore. Andrew David seconded the motion, and it was unanimously approved.

- **Adobe Campus License Agreement** – Mike Smith discussed a previous proposal made to the STF Committee for an Adobe Campus License Agreement. After a brief discussion, it was decided that this proposal would be deferred until more information could be gathered by ITS as to the benefits this agreement would have across campus.

- **New Computers for Tutorial Center in Middleton Library** – Melissa Brocato in the Center for Academic Success proposed upgrading 25 computers in the Tutorial Center in Middleton Library. This is a general use facility that is open to all LSU students. After a brief discussion, Taylor Cox motioned to approve $26,250 for the upgrading of these computers as well as the maintenance required. Thomas Rodgers seconded the motion, and it was unanimously approved.

### IV. Other Business

#### A. Free Printing *(Michael Smith)*

Michael Smith informed the Committee that the $140,000 which was approved in the spring for Free Printing in FY 12-13 had not yet been implemented. After a brief discussion, Andrew David motioned to remove Free Printing from the budget in FY 13. Thomas Rodgers seconded the motion, and it was unanimously approved.

### V. Next Meeting Date

The next STF Oversight Committee meeting will be held on November 28, 2012 at 3:00 pm in the Academic Affairs Conference Room (135-F Thomas Boyd Hall).

### VI. Adjourned

Andrew David motioned for the meeting to adjourn; Taylor Cox 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, Eric Monday, Chairman*  
*Minutes recorded by John Duplantis*