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

II. Old Business.

A. Approval of the April 8, 2013 Minutes (Robert Kuhn)
Andrew David motioned to approve the minutes; Thomas Rodgers seconded the motion. The minutes were unanimously approved.

B. Current Financial Status (Robert Kuhn)
Bob Kuhn discussed the current STF financial status. The STF ending balance at June 30, 2013 was $1,186,551 including Veterinary Medicine, while the LSU Campus portion only was $908,196. Bob then gave a brief overview to new members as to how projects are funded and why some projects do not expend all of the funds that are allocated to them. For FY 2013-2014, excluding Veterinary Medicine, the estimated new STF Fee Revenues are $3,940,000, making the total funds available for FY 12-13 $4,848,196. The STF previously committed $4,289,215 for FY 13-14 projects. The remaining uncommitted funds for FY 13-14 are $558,981. The total uncommitted funds in Veterinary Medicine are $286,447.

C. PC Reallocation Update (Michael Smith)
Michael Smith informed the committee of the STF PC Reallocation process. In the spring, it was determined that there would be 304 computers available for reallocation ranging from May 2013 to August 2013. The STF subcommittee for determining the reallocation awards received requests for 278 of these machines. All but 100 of the computers awarded have been reallocated thus far. Due to an error in the shipment of the new Math Lab computers, the remaining 100 computers will be distributed to the reallocation recipients in December 2013.

D. Deferred ITS Items from Spring 2013 (Michael Smith)
Michael Smith reminded the committee of three ITS projects that were deferred at the last meeting because of a possible lack of funding. These items were:

- Gear-to-Geaux Life-Cycle Upgrades for 20 laptops - $32,000
- Portable and Reserve Equipment - $40,000 ($8,000 for laptops, and $32,000 for Maintenance/Support)
- Server Life-Cycle Replacements - $72,000

Trey Schwartzenburg motioned to change the proposal for the Gear-to-Geaux Life-Cycle Upgrades to have the 20 laptops be comprised of 16 MacBooks and 4 PCs; Thomas Rodgers seconded the motion. This motion was unanimously approved. After a brief discussion, Jackson Voss motioned to approve all three proposals, totaling $144,000. Thomas Rodgers seconded the motion, and it was unanimously approved.
E. Computer-Based Testing Lab Updated Proposal (David O'Brien)

David O'Brien presented an updated proposal for the Computer-Based Testing Lab. At the last meeting, $150,000 was deferred for life-cycle replacements of 120 computers. The updated proposal requests funding of $127,600 for 116 computers, $41,230 for an urgent upgrade of the QuestionMark software used for testing, $14,308 for software license renewals, $6,700 for recurring maintenance and $3,000 for general maintenance. Jackson Voss motioned to approve this proposal, totaling $192,838. Thomas Rodgers seconded the motion, and it was unanimously approved.

F. SMARTTHINKING Presentation Request (Thomas Rodgers)

Thomas Rodgers requested that a presentation be given at the next meeting to update the STF Oversight Committee on the current status of the SMARTTHINKING project that is currently in its third and final year of funding. Kurt Keppler agreed to work with the Center for Academic Success in order to create a presentation for the October 21 meeting.

III. New Business

A. Student Technology Survey (Thomas Rodgers)

Thomas Rodgers motioned that a subcommittee of three students and two staff members be established to form and implement a survey to students about campus-wide technology use. Andrew David seconded the motion, and it was unanimously approved. After a brief discussion, it was determined that the subcommittee will consist of Thomas Rodgers, Jackson Voss, Andrew David, Michael Smith and David O’Brien.

B. Updated LSU Logo on STF Equipment (John Woodard)

John Woodard requested an updated LSU logo to be used on the stickers that are placed on STF equipment across the campus. Currently, the logo being used is outdated and is no longer the official logo of the university. John Duplantis agreed to contact Property Management to determine the best way to approach updating these logos.

IV. Next Meeting Date

The next STF Oversight Committee meeting will be held on October 21, 2013 at 3:00 pm in the Academic Affairs Conference Room (135-F Thomas Boyd Hall).

V. Adjourned

John Woodard motioned for the meeting to adjourn; Kurt Keppler seconded. The motion was unanimously approved. The meeting adjourned at approximately 4:00 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