Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: November 7, 2011

Voting Members Present: Eric Monday, Brian Nichols, Jane Cassidy, Neal Stoltzfus, Cody Wells, John Ford, Brant McConnell, and De Andre’ Beadle proxy for Theo Williams

Guests: Robert Kuhn, Michael Smith, Stacey Morales, Melissa Brocato, Kurt Kepller, Robert Doolos, Joshua Bergeron, John Duplantis, Brian McNamara and Helen Reaux

Materials distributed:
Minutes from October 3, 2011 Meeting
Proposed Student Technology Fee Plan for LSU
STF Equipment Surplus Policy Proposal
STF Prospective Proposals from ITS
Multimedia Classrooms in Allen Hall Proposal

I. Welcome and Introduction.
The meeting was chaired and called to order by Eric Monday at approximately 3:30 p.m.

II. Old Business.

A. Approval of the October 3, 2011 Minutes (Eric Monday)
   Brant McConnell motioned to approve the minutes; Brian Nichols seconded the motion. The minutes were unanimously approved.

B. Review of Student Technology Fee Plan, Objectives, and Guidelines (Cody Wells)
   - Cody Wells reviewed the changes to the STF Plan that were proposed by the subcommittee (Attachment 1). Cody Wells motioned to approve all of the highlighted changes with the exception of the changes under Procedures and Policies: Administration. Neal Stoltzfus seconded the motion. These changes were unanimously approved.
   - Administration Changes:
     - Cody Wells motioned to replace the President of the Graduate Student Association with the President of the Student Government Graduate School College Council. Neal Stoltzfus seconded the motion, and it was unanimously approved.
     - Cody Wells motioned to add the Vice Chancellor for Student Life and Enrollment as an ex-officio, non-voting member. John Ford seconded the motion, and it was unanimously approved.
     - Cody Wells motioned to revise the titles of the Executive Director of Computing Services to the Chief Information Officer and the President of the Student Government to the Student Body President. Neal Stoltzfus seconded the motion, and it was unanimously approved.

   These changes will require majority approval of the Student Government Senate before they become effective. Once the minutes of the November 7th meeting are formally approved, the Chairman of the Student Technology Fee Oversight Committee will forward the revised plan to the Speaker of the Student Government Senate for ratification by the Senate.

C. STF Equipment Surplus Policy Proposal (Michael Smith)
   Michael Smith briefly discussed the proposed STF Equipment Surplus Policy. This new policy will allow non-computer equipment as well as computers more than six years old to be surplied according to normal university procedures with such equipment to be made available for departmental reallocation by Property Management according to their standard procedures. Reallocation of STF-purchased computers that are less than six years old will continue to be managed by the STFOC. Neal Stoltzfus motioned to approve this new policy. Cody Wells seconded the motion, and it was unanimously approved.
New Business

A. ITS Prospective Proposals *(Michael Smith)*

Michael Smith and Stacey Morales presented and discussed written documents on Prospective Projects submitted by Information Technology Services to the STFOC. After a brief discussion of each proposal, the following actions were taken:

- Neal Stoltzfus motioned, Cody Wells seconded and the committee unanimously approved the following projects:
  - Gear to Geaux Life Cycle Replacements for $3,390
  - Equipping ten Additional Classrooms with Adobe Connect for $29,000
  - Purchase SPSS licensing for VLAB for $4,500 with annual recurring costs of $13,500
  - Camera Security for Patrick F. Taylor Computer Lab for $9,200 with recurring annual costs of $400
  - Collaborative Learning Spaces—Enhancement for $48,400.

  Cody Wells then motioned, Neal Stoltzfus seconded and the committee unanimously approved the START online Application Software Training—MySTART (powered by Lynda.com) for $60,000 with recurring annual costs of $60,000.

The remaining proposed projects were deferred until the December 5 meeting:

- Apple iPads for Gear to Geaux for $10,045
- Classroom Technology Consultation for $99,000
- Adobe Campus License Agreement for $500,000 annually
- Charging Stations for Mobile Phones for $10,500
- Additions to the Microsoft Campus Agreement for $49,000 with annual recurring costs of $83,000

B. Multimedia Classrooms in Allen Hall *(Doolos)*

Robert Doolos presented a proposal to the STFOC to upgrade seven multimedia classrooms in Allen Hall to equal the functionality of all other general use multimedia classrooms. This will include adding network lines, voice support lines, document cameras and DVD players. The College of Humanities and Social Sciences has agreed to fund the up-front costs of the network and voice support lines. Cody Wells motioned to approve the funding of $32,375 to purchase the needed equipment upgrades. Neal Stoltzfus seconded the motion, and it was unanimously approved. These classrooms will be added to the pool of multimedia classrooms that are supported and maintained by the Student Technology Fee.

III. Next Meeting Date

The next Committee meeting will be December 5, 2011 from 3:30 p.m. – 5:00 p.m. in Room 305 of the Student Union (Caddo Room).

IV. Adjourned

Neal Stoltzfus motioned for the meeting to adjourn; Jane Cassidy seconded. The motion was unanimously approved. The meeting adjourned at approximately 5:00 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, Eric Monday, Chairman
Minutes recorded by John Duplantis