Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: November 11, 2014

Voting Members Present: Jane Cassidy, Thomas Smith, Brian Nichols, Neal Stoltzfus, Clayton Tufts, Olivia Olinde, Tyler Loga, Taylor Cox, Andrew Mahtook, and John Woodard

Guests: Kurt Keppler, Pam Nicolle, Brian Antie, Michael Smith, Rose Velazquez, John Duplantis, and Brian McNamara

Materials distributed:
Minutes from October 7, 2014 Meeting
Discipline Specific Committee Rankings
Discipline Specific Academic Affairs Rankings

I. Welcome and Introduction.
The meeting was chaired and called to order by Tommy Smith at approximately 3:20 p.m.

II. Old Business.

A. Approval of the October 7, 2014 Minutes (Jane Cassidy)
Brian Nichols motioned to approve the minutes; Andrew Mahtook seconded the motion. The minutes were unanimously approved.

B. Discipline Specific Proposals (Jane Cassidy)
The committee discussed the discipline specific proposals, beginning with the proposals receiving the highest ranking by committee members. After discussing individual proposals, as well as the overall distribution of the funds, the following discipline specific proposals were approved:

1. Foreign Languages & Literature (Foreign Languages Labs & Film Room Enhancement) - $111,165
2. College of Science - CXC (Now I See It: Visual Technology and Its Role in Science) - $54,125 ($8,000 for student workers was removed from the original proposal by the committee – Discipline specific funds are not to fund student workers.)
3. Engineering Interdepartmental (3D Visualization to Enhance Critical Learning Skills in System Design) - $23,138
4. Finance (SMART Lab Enhancement) - $218,030
5. Chemistry (Upgrading Instrumentation in Teaching Labs) - $215,375
6. Theatre (Equipment for Film & TV Concentration within the Theatre BA) - $89,290
7. Engineering Interdepartmental (COMSOL Multiphysics Modeling Software) - $56,280 (Additionally - $11,256 in FY16 and $11,256 in FY17 if funds are available.)
8. Art & Design Dean’s Office (CoAD Fabrication Factory & 21st Century Studios) - $173,574
9. CAS (Tech to Enhance Student Learning & Retention Through Academic Support) - $73,768

The total of these nine proposals is $1,014,790, which exceeds the allotted discipline specific budget of $1,000,000. The committee expects to be able to cover the additional funds with $4,437 of general STF dollars that are uncommitted, along with the expectation to receive future funds from over-budgeted projects.

John Woodard motioned to approve these 9 proposals as discussed above; Clayton Tufts seconded the motion. The motion was unanimously approved.

III. New Business (Mike Smith)
Due to construction, the Patrick F. Taylor Lab is forced to shut down temporarily. The committee discussed moving the 80-85 computers to 241 Middleton in January, setting up a temporary computer lab in the library. There wasn’t another viable option presented to the committee for repurposing the STF computers. Clayton Tufts
motioned to move these computers to Middleton Library, so students can continue using them; Tommy Smith seconded the motion. The motion was unanimously approved.

ITS will talk with Dean Wilder in the library about allowing the furniture in the PFT lab to be moved to Middleton 241 as well. The furniture is modular and has to be disassembled and moved very carefully, so if allowed, it will cost around $5,000 to move. It is undetermined at this time what funding source would cover the moving expenses. If the furniture is unable to be moved to Middleton, it is likely to be removed from PFT and surplused/discarded.

IV. Next Meeting Date
The next STF Oversight Committee meeting will be held in the Spring Semester, with details to be determined.

V. Adjourned
Andrew Mahtook motioned to adjourn; Neal Stoltzfus seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:45 p.m.

Reminders: Please forward all agenda items and handouts to Jane Cassidy or John Duplantis a minimum of one week prior to the next meeting.

Student Representatives: If you are unable to attend the next meeting, please send an alternate representative to ensure a quorum.

Respectfully submitted, Jane Cassidy, Chairman
Minutes recorded by Brian McNamara