I. Welcome and Introduction.
The meeting was called to order by Bob Kuhn at approximately 1:00 p.m.

II. Old Business.

A. Approval of the July 6, 2005 Minutes (Bob Kuhn)
Joe Hutchinson, Center for Excellence in Learning & Teaching, CELT, asked that the word “servers” be changed to “receivers” under New Business, Section C, eighth sentence on the July 6, 2005 minutes. Also it was noted that Jerry Baudin was in attendance at the July 6, 2005 meeting but was not listed under voting members present. After these changes to the minutes, Michelle Gieg motioned for the approval of the minutes; Heath Hattaway seconded the motion. The minutes were unanimously approved.

B. Communication Across the Curriculum (CxC) Proposal (Lillian Bowles)
Dr. Lillian Bowles, Director of Communication Across the Curriculum (CxC), was invited to discuss her request to use, on a restricted basis, the public access computer lab in CEBA 2301 as part of the CxC program (see attached). CxC along with the College of Engineering, in cooperation with the Office of Computing Services, proposed to provide additional support for students who currently use the public access lab in CEBA 2301. Dr. Bowles explained the CxC program was started to make all LSU students better communicators, through writing, speaking and visual representation, however, Engineering has adopted the program as part of their curriculum. Currently, STF has committed $23,000 for furniture upgrades to the lab at the January 19, 2005 STF meeting; as proposed CxC and Engineering would provide approximately $276,090 in additional equipment, tutorial assistance, software, new carpeting, and fresh paint, to improve the lab used by students. If approved students would access the lab through a reservation system with unreserved areas remaining available as public access. After lengthy discussion, Michelle Gieg motioned for the approval of the CxC proposal and the proposal was approved by unanimous vote.

C. Continue Discussion of Recommendations from the Subcommittee on Discipline Specific Proposals (Michelle Gieg)
Michelle Gieg distributed the revisions of the suggested changes to the discipline specific submission forms as proposed by the STF Subcommittee on Discipline Specific Proposals (see attached). The Subcommittee requested the additional considerations portion of the proposed changes be added to the STF website. Upon discussion of the Dean’s rank, the Committee concluded that Deans would be required to turn in an explanation as to why they ranked proposals in a particular order. This ranking will be used by the Committee in the consideration of funding. After reviewing the content of the proposed changes to the discipline specific submission forms, Michelle Gieg motioned for the approval of the draft; Heath Hattaway seconded the motion. The Committee unanimously approved the draft for content purposes and asked the Office of Budget and Planning to prepare a draft of the final forms with formatting to the Committee for a meeting in August.
D. Continue Discussion of Recommendations from the Subcommittee on the Office of Computing Services (OCS) (Public Access Labs) and Centers for Excellence in Learning & Teaching (CELT) (Multi-media Classrooms) Proposals (Heath Hattaway).
Heath Hattaway asked the Committee to move the discussion of the recommendations from the Subcommittee on the OCS and CELT proposals to the July 27, 2005 STF meeting.

IV. Next Meeting Date.

The next scheduled meeting will be held on Wednesday, July 27, 2005 from 1:00 – 3:00 pm, location to be announced.

V. Adjourned.

Dr. Cartledge motioned for the meeting to adjourn; Heath Hattaway seconded; the motion was unanimously approved. The meeting adjourned at 2:58 p.m.

Reminders: Please forward all agenda items and handouts to Bob Kuhn or Michele Perez 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 Michele Perez