Student Tech Fee (STF) Oversight Committee

Minutes of Meeting: September 7, 2005

Voting Members Present: Jerry Baudin, Chuck Wilson, Michelle Gieg, Bo Staples, Spencer Sissell, Brian Voss, Neal Stoltzfus, Jessica Ketcham, and Heath Hattaway.

Guests: Bob Kuhn, John Borne, Joe Hutchinson, Bogdan Oporowski, Andy Waggenspack, and Darcy Waguespack.

Materials distributed:
- Minutes from August 17, 2005 meeting
- Student Technology Fee Analysis of Revenue and Expenditures for FY 2004-2005 Projects
- Student Technology Fee FY 2005-2006 Unallocated Funds as of 8/9/05
- Student Technology Fee FY 2005-2006 Project Approval List
- Draft of Student Technology Fee Discipline Specific Proposal Forms
- Office of Computing Services Software Licensing Initiative Proposal – Microsoft
- Office of Computing Services PAWS Mail Enhancement Proposal

I. Welcome and Introduction.
   The meeting was called to order by Jerry Baudin at approximately 1:38 p.m.

   Neal Stoltzfus introduced Bogdan Oporowski who will be replacing him while he is on sabbatical leave during the Fall 2005 semester.

II. Old Business.

A. Approval of the August 17, 2005 Minutes (Jerry Baudin)
   Joe Hutchinson, Center for Excellence in Learning and Teaching (CELT), asked that Section B, sentence three be revised to read "$375,000 FY 2006-2007 budget for CELT" and not "$300,000 annually". Dr. Baudin requested Section C, paragraph two ends with "the motion was unanimously approved". Chuck Wilson motioned for the approval of the minutes with revisions; Spencer Sissell seconded the motion. The minutes were unanimously approved.

B. Uncommitted Funds FY 2005-2006 (Bob Kuhn)
   Bob Kuhn distributed a summary of the STF revenue and expenditures for FY 2004-2005, uncommitted funds for FY 2005-2006, and FY 2005-2006 project approval list. The total revenues collected for STF in FY 2004-2005 were $4,234,336 in fees plus $33,392 in interest earned and $254 in risk management for a grand total of $5,587,733. After FY 2004-2005 total expenditures were deducted STF was left with approximately $753,519 in uncommitted funds for year ending June 30, 2005.

   At this time, $898,839 is available in FY 2005-2006 to be allocated to STF projects. These funds are available because $668,854 was returned to the STF account from the allocations made in FY 2004-2005 and $229,985 has not yet been allocated from projected FY 2005-2006 funds. Currently, the STF Oversight Committee has approved $3,909,005 (excluding Veterinary Medicine) in funding for FY 2005-2006 projects.

C. Draft of Discipline Specific Proposal Forms (Jerry Baudin)
   At the August 17, 2005 meeting, a draft of the discipline specific proposal forms was distributed to the Committee for review. After discussion of the forms, Michelle Gieg motioned for the approval of the forms; Chuck Wilson seconded the motion. The motion was unanimously approved.
D. Software Licensing Initiative (Brian Voss)
Brian Voss, Office of Computing Services (OCS), brought before the Committee a proposal to spend up to $537,495 in STF funds for software packages to be offered on-line for downloading. This agreement with Microsoft would begin with spending $338,575 for the basic pack MS Office, MS/OS upgrades, and CALs. In addition to the basic pack, OCS recommended three additional software programs that could be added for an additional cost: One-Note for $83,260, FrontPage for $83,260 and Visual Studio for $32,402. The Committee discussed each recommended add on software to determine a combination which would be most beneficial to students. Heath Hattaway motioned for the approval of the basic pack and adding on One-Note for FY 2005-2006 at a total cost of $421,835; Chuck Wilson seconded the motion. The motion was unanimously approved.

III. New Business

A. PAWS Mail Enhancement Proposal (Brian Voss)
Brian Voss brought before the Committee a proposal to increase the storage space and to get IMAP/POP/SMTP client reading for Outblaze. Currently, STF has funded $80,400 in FY 2005-2006 for the basic package cost of Outblaze. Brian presented three (3) options to increase services as follows: (1) 250MB for an additional $75,780, (2) 500MB for an additional $80,055 and (3) 1GB for an additional $87,180. OCS will decrease the current funds requested for the basic package cost of Outblaze by approximately 5% to $76,380 to cover the cost of the few faculty/staff that use Outblaze allowing STF funds to cover the basic package and upgrades costs for students. After lengthy discussion by the Committee, Michelle Gieg motioned to upgrade Outblaze to the recommended 1GB for a total cost of $167,580 ($80,400 already committed in FY 2005-2006 and an additional $87,180 for the upgrade) in permanently committed STF funds; Jessica Ketcham seconded the motion. Spencer Sissell and Heath Hattaway voted against the motion, however, the motion was approved by a majority of the Committee.

IV. Next Meeting Date.

The next meeting is tentatively scheduled for Wednesday, September 21, 2005 from 1:30 – 3:00 pm, LSU Union – Council Room.

V. Adjourned.

Chuck Wilson motioned for the meeting to adjourn; Brian Voss seconded; the motion was unanimously approved. The meeting adjourned at 2:39 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