**Student Tech Fee (STF) Oversight Committee**

Minutes of Meeting: September 11, 2019

Voting Members Present: Jane Cassidy, Tommy Smith, Mette Gaarde, Ric Simmons (proxy for John Borne), William Jewell, Cassie Bonavita, Ashton Vaughn, Taylor Scott, and Parker Peltier

Guests: Jeremiah Shinn, Brian Antie, Susan Crochet, David O’Brien, John Duplantis, Aimee Riggs, and Amanda Marshall

**Materials distributed:**

Minutes from March 27, 2019 Meeting

STF Financials

1. **Welcome and Introduction.**

The meeting was chaired and called to order by Jane Cassidy at approximately 3:00 p.m.

1. **Old Business.**
2. **Approval of the March 27, 2019** *(Jane Cassidy)*

William Jewell motioned to approve the minutes; Tommy Smith seconded the motion.  The minutes were unanimously approved.

1. **Orientation/Brief Overview of STF** *(Jane Cassidy & Tommy Smith)*

Dr. Cassidy and Tommy Smith provided an overview, background information and an explanation of the timing of the STF’s revenues and expenditures.

**C. FY 2018-2019 PC Reallocation** *(Jane Cassidy)*

Jane Cassidy briefly explained the PC reallocation process, which happened over the summer. The 18-19 committee decided that a sub-committee consisting of Dr. Cassidy, Mette Gaarde, and the SG President would determine how these computers will be reallocated. Over the summer, the sub-committee sent out the call for computers and all 248 computers were distributed to various units across campus.

1. **New Business.**

**A. Financial Status Report** *(John Duplantis)*

John Duplantis gave an overview of the current financial status.

The STF ending balance as of June 30, 2019 was $2,135,008 including Veterinary Medicine. The LSU Campus portion comprised $1,796,852 of this total, while Veterinary Medicine had a carryforward of $338,156. For 19-20 excluding Veterinary Medicine, the estimated new STF Fee Revenues are $3,895,000. The LSU portion of STF previously committed $4,921,519 for FY 19-20 projects (including $1,000,000 for Discipline-Specific projects) and $298,237 remained to be expended for FY 18-19 carryforward projects. The remaining uncommitted funds for LSU FY 19-20 were $472,096. The total uncommitted funds in Veterinary Medicine were $380,113.

**B. FY 2019-2020 Discipline-Specific Proposals** *(Jane Cassidy)*

Jane Cassidy stated that the committee has the opportunity to use $1,000,000 for Discipline-Specific Proposals. She also gave some history of Discipline-Specific Proposals and informed the committee on how the process works. The proposals will be due October 25, 2019, and the committee will be given 2 weeks to review. The goal is to disclose which proposals will be funded before the spring semester. More details about the criteria and grading scale will be discussed at the next meeting.

1. **Next Meeting Date**

The next STF Oversight Committee meeting will be on October 23, 2019 at 3:00 pm.

1. **Adjourned**

Ric Simmons motioned to adjourn; William Jewell seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:00 P.M.

**Reminders:** Please forward all agenda items and handouts to Jane Cassidy or Amanda Marshall 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 Amanda Marshall*