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

Minutes of Meeting: February 2, 2022

Voting Members Present: Tommy Smith, Sibel Ates, Mette Gaarde, Ric Simmons (proxy for Craig Wooley), Javin Bowman, Kwadowo Poku-Agyemang, Alexandra Basse, Chandler Black, Sanaa Alam, Nick St. Mary

Guests: Brandon Common (proxy for Jeremiah Shinn), Susan Crochet, Brian Antie, Tyler Kearney, Michelle Martin, David O’Brien, Paul James, Gregory Guillotte, Craig Wooley, Adam Clary, Kappie Mumphrey, John Duplantis, Aimee Riggs, and Amanda Marshall

**Materials distributed:**

Minutes from November 10, 2022, Meeting

ITS Proposal FY 22-23

CBT Proposal FY 22-23

STF Financials

1. **Welcome and Introduction.**

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

1. **Old Business.**
2. **Approval of the November 10, 2022, minutes** *(Smith)*

Ric Simmons motioned to approve the minutes; Javin Bowman seconded the motion. The minutes were unanimously approved.

1. **FY 21-22 Discipline Specific** *(Smith)*

Tommy Smith provided a brief overview, background information, and an explanation of the timing of the Disciple Specific portion of STF.

1. **New Business.**
2. **Network Switches – Building update** *(Simmons)*

Simmons requested approval to update the list of buildings to change out network switches. Mette Gaarde motioned to approve; Sibel Ates seconded the motion. The motion was unanimously approved.

**B. Current Financial Status Report** *(Duplantis)*

John Duplantis gave an overview of the current financial status.

The Uncommitted balance for the STF FY 21-22 is $1,267,531 with estimated revenues for FY 22-23 $4,270,000 for a sub total of $5,537,531, less the FY 21-22 Discipline Specific $1,000,000 totals to $4,537,531.

The FY 22-23 ITS Proposal totaled $3,802,040; the CBT Lab Proposal is $261,800. If the STF funds the FY 22-23 Discipline Specific at $1,000,000 and the Free Printing Initiative at $100,000, the proposals will put the STF in a deficit balance ($626,309).

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**C. ITS FY 22-23 Proposal** *(Simmons)*

Ric Simmons discussed the FY 22-23 ITS proposal. The committee analyzed each proposal component but decided to wait until a future meeting to vote on the proposal.

1. **Computer-Based Testing Lab FY 22-23 Proposal** *(O’Brien)*

David O’Brien went through the FY 22-23 CBT proposal. The committee discussed each proposal component but decided to wait until a future meeting to vote on the proposal.

1. **Next Meeting**

February 9, 2022, at 3:00 pm via Zoom

1. **Adjourned**

Ric Simmons motioned to adjourn; Kwadowo Poku-Agyemang seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:00 pm.

**Reminders:** Please forward all agenda items and handouts to Tommy Smith 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, Tommy Smith, Chairman*

*Minutes recorded by Amanda Marshall*