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

Minutes of Meeting: March 3, 2021

Voting Members Present: Jane Cassidy, Tommy Smith, Mette Gaarde, Ric Simmons (proxy for Craig Woolley), Stone Cox, Alexandra Basse (proxy for Marina Cole), Jayna Stewart (proxy for Hannah Barrios), Angelina Cantelli (proxy for Samuel Rhodes), and Gabrielle Debruler

Guests: Tyler Kearney, David O’Brien, Brian Antie, Buddy Ethridge, Adam Clary, Craig Woolley, Paul James, Kevin DiBenedetto, John Duplantis, Aimee Riggs and Amanda Marshall

**Materials distributed:**

Minutes from October 7, 2020 Meeting

FY 21-22 ITS Proposal

FY 21-22 CBT Proposal

Current Status Report

1. **Welcome and Introduction.**

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

1. **Old Business.**
2. **Approval of the October 7, 2020 Minutes** *(Jane Cassidy)*

Stone Cox motioned to approve the minutes; Alexandra Basse seconded the motion. The minutes were unanimously approved.

1. **FY 20-21 Discipline Specific** *(Jane Cassidy/Tommy Smith)*

Tommy Smith briefly discussed the University and State’s current-year revenues. He indicated that there would be no mid-year budget cuts, and the committee decided to release the $1,000,000 million set aside from the Tech Fee to fund Discipline Specific projects for FY 20-21. The committee will discuss proposals and award funding at the April 15th meeting.

1. **New Business**
2. **Current Financial Status Report** *(John Duplantis)*

The Uncommitted balance for the STF FY 20-21 is $1,226,402 with estimated revenues for FY 21-22 $4,100,000 for a sub total of $5,326,402, less the FY 20-21 Discipline Specific $1,000,000 totals to $4,326,402.

The FY 21-22 ITS Proposal totaled $3,875,490; the CBT Lab Proposal is $286,800. If the STF funds the FY 21-22 Discipline Specific at $1,000,000 and the Free Printing Initiative at $100,000, the proposals will put the STF in a deficit balance ($935,888).

1. **ITS FY 21-22 Proposal** *(Ric Simmons)*

Ric Simmons discussed the FY 21-22 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 21-22 Proposal** *(David O’Brien)*

David O’Brien went through the FY 21-22 CBT proposal. The committee discussed each proposal component but decided to wait until a future meeting to vote on the proposal.

1. **Next Meeting**

The next STF Oversight Committee meeting will be held on Thursday, March 18th at 3:00pm via Zoom

1. **Adjourned**

Tommy Smith motioned to adjourn; Stone Cox seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:30 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*