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

Minutes of Meeting: February 7, 2024

Voting Members Present: Jane Cassidy, Tommy Smith, Craig Woolley, Grover Waldrop, Lyric Mandell, Sam Staggs, Kayla Pintro (proxy for Anna Cate Strong), Emma Bruney, Dhriti Shastri (proxy for Ella Millet), and Kristen Richard

Guests: Ric Simmons, Brian Antie, David O’Brien, Wen Fan, John Duplantis, Aimee Riggs, and Amanda Marshall

**Materials distributed:**

Minutes from November 16, 2023, Meeting

PC Reallocation Inventory

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 November** 1**6, 2023, minutes** *(Cassidy/Smith)*

Sam Staggs motioned to approve the minutes; Kristen Richard seconded the motion. The minutes were unanimously approved.

1. **PC Reallocation Update** *(Cassidy/Smith)*

The Committee is seeking suggestions for potential recipients for the remaining computers from the PC Reallocation initiative.

1. **New Business.**
2. **Discipline Specific Evaluation Criteria Update** *(Cassidy/Smith)*

The Committee discussed changes to the Discipline Specific Evaluation Criteria and other supporting documentation. Dr. Cassidy is going to implement the changes to the documents and distribute them at the next meeting for the Committee’s approval.

**IV. Next Meeting Date**

February 26, 2024

**V. Adjourned**

Lyric Mandell motioned to adjourn; Jane Cassidy 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 Jane Cassidy, 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 and Jane Cassidy, Co-Chairs*

*Minutes recorded by Amanda Marshall*