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

Minutes of Meeting: February 26, 2024

Voting Members Present: Jane Cassidy, Tommy Smith, Ric Simmons (proxy for Craig Woolley), Grover Waldrop, Cooper Ferguson (proxy for Lyric Mandell), Gigi Powers (proxy for Anna Cate Strong), Emma Bruney, Ella Millet, and Kristen Richard

Guests: Daniel Bureau (proxy for Brandon Common), Craig Woolley, Brian Antie, David O’Brien, Wen Fan, Eric Pergola, John Duplantis, Aimee Riggs, and Amanda Marshall

**Materials distributed:**

Minutes from February 7, 2024, Meeting

Updated Documents for Discipline Specific Evaluation Criteria

Current Status Update

ITS FY 24-25 Proposal

CBT FY 24-25 Proposal

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 February** 7**, 2024, minutes** *(Cassidy/Smith)*

Emma Bruney motioned to approve the minutes; Ella Millet seconded the motion. The minutes were unanimously approved.

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

The Committee reviewed the changes made to the Discipline Specific Evaluation Criteria and other supporting documentation. Kristen Richard motioned to approve the changes to the documents; Ella Millet seconded the motion. The motion passed unanimously.

1. **New Business.**
2. **Current Status Update** *(Marshall)*

Amanda Marshall gave an overview of the current financial status.

The Uncommitted balance for the STF FY 23-24 is $1,469,133, with estimated revenues for FY 24-25 $4,525,000 for a sub total of $5,994,133.

The FY 24-25 ITS Proposal totaled $4,649,562; the CBT Lab Proposal is $246,650. If the STF funds the FY 24-25 Discipline Specific at $1,000,000, and both proposals are fully funded, the estimated remaining balance would be $97,921.

1. **ITS FY 24-25 Proposal** *(Simmons)*

Ric Simmons discussed the FY 24-25 ITS proposal. The committee considered each proposal component but decided to wait until a future meeting to vote on the proposal.

1. **CBT FY 24-25** *(O’Brien)*

David O’Brien went through the FY 24-25 CBT proposal. The committee reviewed each proposal component but decided to wait until a future meeting to vote on the proposal.

**IV. Next Meeting Date**

March 4, 2024

**V. Adjourned**

Emma Bruney motioned to adjourn; Cooper Ferguson seconded the motion. The motion was unanimously approved. The meeting adjourned at approximately 4:30 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*