Technology Fee Committee FY24
Meeting September 20, 2023
Minutes

Present: Amaya, Brumfield, Dugan, Galindo, Guilbeau, Lamartiniere, Quang, Weydert

- **Purpose of meeting and committee**

  Agenda for today's meeting - review the fee plan, answer any questions, and detail next steps.

  The committee will meet 2-3 more times to review proposals and vote.

  Voting members are all but Dr. Dugan and Pam Galindo.

  Each committee member received a handout detailing the Student Technology Fee Plan statement of purpose, strategic goals, and procedures and policies.

  The technology fee plan is in place to regulate allocation of the money dedicated to technology from student tuition fees. The plan details strategic goals and objectives we are required to meet to be in compliance with the technology fee plan statement of purpose:

  > The Student Technology Fee at LSUHSC is dedicated to the acquisition, installation, maintenance, and intelligent use of state-of-the-art technology solely for the purpose of supporting and enhancing student life and learning and of preparing graduates for the workplace of the twenty-first century.

- **Define technology and applicable use of funding**

  > Technology in the fee plan refers to hardware, software, networking and supporting computer and telecom infrastructure, lab instruments, and discipline specific equipment. See the plan document for a fuller description.

- **Next Steps for Committee**

  Each committee member will go to their department seeking proposals that would benefit the entire school, but the proposal can also be department specific.

  Committee members should ask their department the following two questions:

  a) What do you want that has not previously been in the budget?

b) What's in the department budget that could be offset by the technology fee funds to free up department funds for other purchases?

- **Budget and next steps to identify proposals**

  The current budget is $97,980.

  Proposals to be entered online on fee plan spreadsheet – list department, proposal, estimated cost, and state which strategic goal is met by the proposal. If available, also provide the precise item and link to purchase.

  Yahaira Amaya will email department heads to solicit proposals. SGA representatives (East Guilbeau and Palmer Lamartiniere) will go to the student body and encourage them to voice their ideas to department heads and encourage the department head to submit proposals.

  We are behind in using the technology fee funds for FY 24 – the funds must be spent soon. We will reconvene the committee in spring to solicit proposals for FY 25.

  The committee will review each proposal and determine whether it meets the technology fee plan strategic goals.