Technology Fee Committee FY24 Meeting #2
October 24, 2023
Minutes

Present: Yahaira Amaya, Jeri Brumfield, Pam Galindo, East Guilbeau, Palmer Lamartiniere, Quang Tran, Amber Weydert

Yahaira Amaya suggested the following format for this meeting:

- Review of request for proposal process
- Review submitted proposals
- Do we need to request more proposals? If so, how should we make the request?

Review of Proposal Process

East Guilbeau reported drafting an email with instructions that was sent to students. Students reported to East they needed more time to reflect and respond.

Amber Weydert agreed more time was needed to research products, compare to other products, and conduct demos.

Amber Weydert suggested for the next fee cycle that we send out request for proposals in January.

During discussion, the committee discovered the Department Heads were not notified about submitting proposals following the September meeting. Following this meeting, Amber Weydert will email the Department Heads and request proposals.

Review Proposals:

The committee discussed and completed an initial review of all proposals submitted. Proposals were categorized as:

likely to approve
already approved
requires more discussion
eliminated from consideration
not appropriate for technology fee funding

Please see proposal spreadsheet with comments from the meeting.

Request Additional Proposals:

Following this meeting, Amber Weydert will email the Department Heads and request additional proposals.

Quang Tran and East Guilbeau suggested an update to HDC WIFI (more access points).

Meeting adjourned.