Technology Fee Committee FY25 Meeting #1
February 5, 2024
HDC Room 429
Minutes

Committee Members Present (in person): Yahaira Amaya, Jeri Brumfield, East Guilbeau, Palmer Lamartiniere, Quang Tran, Amber Weydert. **Administrative Staff Present (in person):** Pam Galindo.

The meeting was called to initiate an overview of how the committee would like to structure the process to review submitted proposals.

The committee will have several in-person meetings this year with the goal of making decisions on each proposal by mid-May 2024 for FY 2025.

Committee members discussed students might not know proposals must meet the strategic goal of the technology fee plan. As a result, requests presented by students to department heads often do not qualify. The Committee discussed ways to communicate the strategic goal to the students.

Twenty proposals were submitted for FY 2025 via the online proposal form. The Committee agreed to begin reviewing submitted proposals today to see if proposals meet the technology fee strategic goals. Fourteen of the twenty proposals were discussed and labeled as follows:

- meets the strategic goals and approved
- meets the strategic goals, but needs more information
- does not meet the strategic goals

The Committee will meet the week of March 11 to evaluate the remaining proposals, report additional information obtained about the proposals discussed today, and discuss the budget and approval process.

The Technology Fee budget for FY 2025 is $95,000-$120,000; the actual budget will depend on how much was spent in the FY 2024 cycle. Some items are already approved for renewal and carryover from monies not spent in FY 2024.

Meeting adjourned.