



Student Technology Fee Committee Meeting Minutes

Date: October 7, 2021

To: Student Technology Fee Committee

From: Mike Asoodeh, CIO

Minutes from the October 7, 2021 Student Technology Fee Committee meeting are as follows:

In Attendance: Committee members – L’Oreal Williams, Keron Jackson, Zachary Poche, Kalynne Morris, Mike Asoodeh, Eric Summers, and Jeff Temple. Donna Methvien gave her proxy to Mike Asoodeh. Donna Methvien’s vote will not count so that the students have the majority. Shannon Sciortino was also in attendance. This meeting was conducted electronically via Google Meet.

The meeting began at 2:00 p.m.

- The **July 14, 2021** meeting minutes were reviewed. L’Oreal Williams made a motion to approve the minutes. Kalynne Morris seconded the motion. The vote was 7-0 in favor of approving this motion.
- **Reports on Action Items:**
 - **Surplus Equipment** – Donna Methvien did see to it that the surplus items were sent to Property Control.
- **Fall 2021 Meeting Dates** – Shannon Sciortino reviewed the meeting dates for Fall 2021.
- **Request for Software Installation** – On Donna Methvien’s behalf, Mike Asoodeh presented a request for software installation from Eileen Creel for Citrix Workspace to be loaded on the computers in KHSA 2001 and the BRC lab. L’Oreal Williams made a motion to approve the request for software installation. Kalynne Morris seconded the motion. The vote was 7-0 in favor of approving this motion. **Action Item: Donna Methvien will see to it that the software is installed.**
- **Surplus Equipment** – On Donna Methvien’s behalf, Mike Asoodeh presented a list of old/obsolete equipment that needs to be surplus. Kalynne Morris made a motion to approve the request to surplus equipment. Zachary Poche seconded the motion. The vote was 7-0 in favor of approving this motion. **Action Item: Donna Methvien will see that the surplus items are sent to Property Control.**
- **Small Project Proposals** – Mike Asoodeh reported 8 Small Project Proposals were received, requesting \$33,549.60. The subcommittee recommended approval of all proposals with a contingency that proposal #3 purchase a 3-year warranty. Kalynne Morris made a motion to approve the Small Project Proposals in the amount of \$33,549.60 with the recommended contingency. Zachary Poche seconded the motion. The vote was 7-0 in favor of approving this motion. **Action Item: Shannon Sciortino will notify the grant recipients.**
- **Matching Project Proposals** – Eric Summers reported 12 Matching Project Proposals were received, requesting \$316,409.80. The subcommittee recommended funding 9 proposals in the amount of \$147,306.80. Zachary Poche made a motion to approve the 9 proposals recommended by the subcommittee in the amount of \$147,306.80. Kalynne Morris seconded the motion. The vote was 7-0 in favor of approving this motion. **Action Item: Shannon Sciortino will notify the grant recipients.**
- **AppArmor Safety App** – Dr. Summers discussed how blue phones enable students to call for help in an emergency. The drawback of the blue phone is that the student must remain stationary while waiting for



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help to arrive. AppArmor would provide the same benefit to students on their own devices. This will enable students to remain mobile while calling/waiting for assistance. The annual charge is approximately \$9,000. Kalyne Morris made a motion to add it to our annual fund balance software expenditures. L'Oreal Williams seconded the motion. The vote was 7-0 in favor of approving this motion.

- **A motion to adjourn** was made by Kalyne Morris. L'Oreal Williams seconded the motion. The vote was 9-0 in favor of this motion. The meeting was adjourned at 2:25 p.m.
- **Next Meeting** – The next meeting will be held on Thursday, November 18, 2021, and will be coordinated by Shannon Sciortino.

Approved by SGA President, L'Oreal Williams

Approved by CIO, Dr. Mike Asoodeh