



Student Technology Fee Committee Meeting Minutes

Date: December 9, 2021

To: Student Technology Fee Committee

From: Mike Asoodeh, CIO

Minutes from the December 9, 2021 Student Technology Fee Committee meeting are as follows:

In Attendance: Committee members – L’Oreal Williams, Keron Jackson, Zachary Poche, Mike Asoodeh, and Eric Summers. Kalyne Morris gave her proxy to L’Oreal Williams. Donna Methvien and Jeff Temple gave their proxies 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 **November 18, 2021** meeting minutes were reviewed. L’Oreal Williams made a motion to approve the minutes. Zachary Poche seconded the motion. The vote was 7-0 in favor of approving this motion.
- **Reports on Action Items:**
 - **Request for Software Installation** – Donna Methvien did see to it that the requested software was installed.
 - **Surplus Equipment** – Donna Methvien did see to it that the surplus items were sent to Property Control.
 - **Large Projects** – Shannon Sciortino did notify the recipients.
 - **Perceptive Software Tokens** – Mike Asoodeh did notify Enrollment Services that they could purchase an additional 10 software tokens.
 - **Critical Needs Funding** – Mike Asoodeh did inform the appropriate individuals of the additional Critical Needs Funding.
- **Surplus Equipment** – On Donna Methvien’s behalf, Mike Asoodeh presented a list of old/obsolete equipment that needs to be surplus. L’Oreal Williams made a motion to approve the request to surplus the 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.**
- **Music/Dance Lab (MUSA 170)** – Mike Asoodeh reported that the Department of Music and Performing Arts has requested to give up their Student Technology Fee lab in favor of converting that room into a dance studio. Zachary Poche made a motion to approve closing down the MUSA 170 Tech Fee lab. L’Oreal Williams seconded the motion. The vote was 7-0 in favor of approving this motion. **Action Item: Donna Methvien will see that the computers and furniture are removed from MUSA 170 and a new location is found to house the equipment and furniture.**
- **A motion to adjourn** was made by L’Oreal Williams. Zachary Poche seconded the motion. The vote was 7-0 in favor of this motion. The meeting was adjourned at 2:14 p.m.
- **Next Meeting** – The next meeting will be held in mid-February 2022, and will be coordinated by Shannon Sciortino.



Student Technology Fee Committee Meeting Minutes

Approved by SGA President, L'Oreal Williams

Approved by CIO, Dr. Mike Asoodeh