



# Student Technology Fee Committee Meeting Minutes

Date: September 27, 2024

To: Student Technology Fee Committee

From: John Burris, CIO

Minutes from the September 27, 2024 Student Technology Fee Committee meeting are as follows:

**In Attendance:** Committee members – Kyle Hidalgo, Matt Matthews, Levi Spiers, Rosemary Matthews, Maria Nechaeva, Becki Starkey, Jeff Temple, Eric Summers and John Burris. Shannon Sciortino was also in attendance. This meeting was conducted electronically via Google Meet.

The meeting began at 10:00 a.m.

- The **June 20, 2024** meeting minutes were reviewed. Matt Matthews made a motion to approve the minutes. Kyle Hidalgo seconded the motion. The vote was 9-0 in favor of approving this motion.

- **Reports on Action Items:**

- **Access to Fund Balance System:** Shannon Sciortino did have access granted to the Fund Balance Proposal System for Kyle Hidalgo and Matt Matthews.
- **Surplus Computer Requests:** Becki Starkey did see to it that the surplus computers were installed
- **Surplus Equipment Inventory Items:** Becki Starkey did see to it that the equipment was surplus.

- **Fall STF Meeting Scheduled / Member Contact Information** – Shannon Sciortino provided the committee members with a schedule of fall meetings and the contact information for each member.

- **Appointment of Members to the Small Projects Subcommittee** – Kyle Hidalgo appointed himself, Levi Spiers, and Maria Nechaeva to the Small Projects subcommittee.

- **Surplus Computer Requests** – Becki Starkey reported we received a request from World Languages for 24 surplus thin clients to update the lab in TEC 230. Levi Spiers made a motion to approve the surplus computer request. Rosemary Matthews seconded the motion. The vote was 9-0 in favor of approving this motion. **Action Item: Becki Starkey will see to it that the computers are installed.**

- **Surplus Obsolete/Broken Equipment** – Becki Starkey presented a request to surplus obsolete/broken equipment. Kyle Hidalgo made a motion to approve surplus the equipment. Matt Matthews seconded the motion. The vote was 9-0 in favor of approving this motion. **Action Item: Becki Starkey will see to it that the equipment is surplus.**

- **Southeastern Website Redesign 2023-2024 Fund Balance Proposal**– Shannon Sciortino discussed the “Southeastern Website Redesign” Fund Balance proposal, requesting \$10,215, entered in the Fund Balance Proposal System for the 2023-2024 fiscal year. The initiator of the proposal was Mike Rivault, however Mike Rivault did not have access to enter the proposal. Shannon Sciortino entered it on his behalf. Additionally, we were in the interim period where the outgoing SGA president was no longer in office, but the Student Technology Fee Committee had not yet held a summer meeting for the new SGA president to become familiar with the proposals and appoint a subcommittee member. For this reason, the proposal was not reviewed/approved in the 2023-2024 fiscal year. Matt Matthews made a motion to retroactively approve the proposal, which will carry forward into the 2024-2025 fiscal year. Kyle Hidalgo seconded the motion. Only the members of the Fund Balance Subcommittee voted. The vote was 3-0 in favor of approving this motion.



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**Action Item:** John Burris will mark the proposal approved in the Fund Balance system and state that the vote took place during the September 27, 2024 Tech Fee meeting.

- **Matching Projects** – Eric Summers reported that three Matching Funds projects were submitted requesting \$156,046 in matching funds. The subcommittee recommended funding two of the three projects in the amount of \$97,454. John Burris took individual votes on the proposals. Matt Matthews made a motion to approve Proposal #1 in the amount of \$20,000. Kyle Hidalgo seconded the motion. The vote was 9-0 in favor of approving this proposal. Kyle Hidalgo made a motion to approve Proposal #2 in the amount of \$77,454. Levi Spiers seconded the motion. The vote was 9-0 in favor of approving this proposal. The vote was 9-0 in favor of approving this proposal. Rosemary Matthews made a motion to accept the subcommittee's recommendation to not approve Proposal #3. Kyle Hidalgo seconded the motion. The vote was 8-0 in favor of accepting the subcommittee's recommendation to not fund this proposal. Levi Spiers abstained from voting regarding proposal #3.

- **Revision of the 2024-2025 STF Budget** – John Burris presented a request from administration to revise the 2024-2025 budget to increase the support for Okta as well as add support for technology to be installed in DVIC. Matt Matthews and Kyle Hidalgo both expressed that they believe it is important to support the technology necessary for finishing up the renovation in DVIC. Several other areas of the budget were reduced to offset the increase for these items. Kyle Hidalgo made a motion to approve the revised 2024-2025 STF Budget. Levi Spiers seconded the motion. The vote was 9-0 in favor of this motion.

- **A motion to adjourn** was made by Kyle Hidalgo. Matt Matthews seconded the motion. The vote was 9-0 in favor of this motion. The meeting was adjourned at 10:36 a.m.

- **Next Meeting** – The next meeting will be held Friday, October 18, and will be coordinated by Shannon Sciortino.

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Approved by SGA President, Kyle Hidalgo

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Approved by CIO, Dr. John Burris