Adrienne opens the meeting at 9:05am and reintroductions are made. Jamie is made note-taker. Adrienne covers the tri-campus meeting that took place 1/28/2011. • The proposal regarding the Dante servers passed and the proposal regarding the Microsoft agreement was tabled. Adrienne and Terry cover the timeline for the next few meetings and important dates. • Brian recommends more time for proposals and Terry agreed. • The proposal deadline is moved to March 2. • March 18: hearings • April 1: second hearings • April 15: preliminary funding budget • May 6: final budgeting • May 10: ASUW approval • May 15: final budget Terry covers hearing procedures and the timeline relative to possible changes to the tech fee amount. Adrienne reiterates the timeline. Terry covers information Kendra Yoshimoto prepared. • The long-term estimated budget is $426,000 • The estimated interest is $5,800 • Terry covers the STF revenue to be collected, the estimated fee ($42 per quarter for three quarters), a 4% allowance for assuming the fee isn’t collected, 3.5% for financial aid, 1% for the costs of overhead ($3,528) and the estimated STF revenue to be collected for FY12 is $332,634. • Terry covers the UW Seattle’s STFC preliminary audit. There was some concern that the long-term funds in Seattle were too high and that this could be an argument for lowering the STF there. • Long-term recommended funds should be closer to $70,560 and the STFC should be spending $356,040 unless there are long-term plans to justify retaining more money in savings, such as the potential student union building, the future sports field or the book store’s immediate tech needs Terry discusses uses for overhead, such as purchasing stickers to put on items STF pays for to make students more aware of where the tech fee is going or to create a website for proposal submissions. Terry covers a contingency plan and the fluctuating prices of technology over the amount of time it takes from proposal preparation and submission to the distribution of funds. • Possibly changing by-laws to accepting proposals year-round • Adapting the by-laws to allow funding to be given immediately • STFC potentially keeping track of how given funds are spent, more follow-up • STFC being more active in soliciting proposals from students Jamie proposes a logo design contest to be put on STFC’s stickers for labeling items the STF funds • Brian and Terry propose a campus book store gift certificate for the winner • Jamie volunteers to undertake the contest Adrienne covers departmental support and uses TVs in the student lounge and UWB lobby as an example. • STFC figures out how to make the issue of on-going support for implemented technology more important on the proposal form • STFC discusses how to add clarity to the proposal form • Instructional technology needs versus student technology needs • Changes to the costs portion of the proposal form Adrienne closes the meeting at 10:52am.