
Student Tech Fee Council

Agenda

October 31, 2025

Via Teams @ 4 pm

Present: John Whitmore, Kaylea Eller, Alex Brown, Kevin Lomax, Sophia Phaengsy, James Sherin, Stacy Swayze

Absent:

Guests: Grace Ke, Yingbin Ge

Minutes: John Whitmore

Call to order: 4:00pm

1. New Business

- a. Defining Student Technology Fee Structure
 - i. Moving from receiving funding requests at any time to one request per quarter
 - ii. Moving from internal discussion to a public forum event
 1. Goal to increase communication, student involvement and feedback
 - iii. Inclusion of a funding request scoring matrix
 1. There will be a direct way to quantify each funding request instead of a general discussion
- b. Proposed Open Forum Event Details
 - i. Physical event in the SURC Pit with Zoom options available
 - ii. Date and time November 21st 3:30-5:00pm
 - iii. Dining services catering options to incentivize student involvement
 1. 1891 Catering option, price ranges \$11-20 per person for lunch items, \$31 per person for dinner items
 2. Tentatively marked \$11 per person option
 3. If not an option, other approved option is Dominoes stay within the \$11 per person budget
- c. Defining Event Budget
 - i. SURC space may cost additional charges
 - ii. Tentative budget for the event \$700-1000 total
- d. Funding Proposal Scoring Matrix

- i. Scales on cost, proposed number of supported students, student access, and likelihood of STF reinvestment
 - ii. New scale added for Marketing strategy confidence, proposals need to be able to market the service
 - iii. Marketing strategy confidence set to 5% weight, existence mainly for requests to have a marketing strategy.
 - e. Student Tech Fee website
 - i. Open Forum funding request page is live
 - ii. Includes the funding proposal scoring matrix
 - iii. Links to an application for funding requests
 - 1. Questionnaire to get the proposal's general information, resources needed, supporting documents for the service, if it is a new or renewal request, and promotional plans.
 - iv. Requests will be sent to Student Tech Fee Council email
 - v. All previously funded Student Tech Fee Programs will be notified of the new process
 - vi. Future possibility for allowing student-led projects to be proposed for funding from STF

2. Reports

- a. Financial report
 - i. Tuition is down about 10,000 less for STF than previous year
 - ii. Salaries and Benefits are up due to more hires and raises for management positions
 - iii. Goods and services are up, previous equipment had not been put on the report
 - iv. Services costs are down by 14,000
 - v. Utilities and Transfer are lower across the board for the fiscal year
 - vi. Lots of computers were ordered due to Windows 10 EOS
 - vii. The charge for the new computers was moved to October due to a shipping delay
 - viii. Generally, STF is up financially for the fiscal year