**Student Tech Fee Council**
**Minutes**
November 2, 2018
Bouillon 211 3:30pm – 4:30pm


**Present:** Alex Chavez, Nestor Fiallos, Calisa Cruse, Krystal Ash, Gerard Hogan, Lwin Htet, Brenda Avalos Torres, Szilard Vajda, Bea Padilla, Jami Beintema, Britton Hayes

**Absent:** Andreas Bohman, Krystal Ash

**Minutes:** Jami Beintema

**Call to order**
The meeting was called to order at: 3:31 pm by Nestor Fiallos. An attendance sheet was circulated. Britton Hayes was introduced.

**Minutes** of the 10/8/18 and 10/19/18 meetings were reviewed and approved. Discussion held that minutes will be sent out prior to meetings to utilize meeting time wisely.

**Financial Report**
Bea circulated the October financial report and asked how often the report should be presented. Discussion held that the financial report will be presented once a month at month-end.

**Old Business**

Bistro 24/7 Tech Lounge
A Tech Lounge poster was distributed. Discussed aesthetics and info. Lwin will work on suggested refinements. Bea and a group visited the Bistro accompanied by Jim Matheny. Placement of the couches in front of the projector was discussed and limiting check-out hours to provide personnel to move the couches for use. Discussed cord management for the sound system.

Microsoft Licensing Renewal
Jami reported that MS licensing structure is changing to allow for a higher level of security. Costs discussed. It is noted that 40% was covered by STFC previously and the agreement stating this will be found and shared.

Access to S drive and STFC Email
Discussion held on the 3 accounts STFC members have access to – studenttechfee@cwu.edu, techfeecouncil@cwu.edu and techfee@cwu.edu. The last one is a shared mailbox and the first 2 are O365 groups. It was decided to delete the techfeecouncil@cwu.edu group and keep the others. Funding requests come through

the [techfee@cwu.edu](mailto:techfee@cwu.edu) account and Bea will manage those for the group until members add the email to Outlook.

STFC Website
Bea asked if the URL is too long and will request it be shortened to /stfc rather than student-tech-fee-council. She has permissions now to update the site and post minutes.

**Funding Requests**

AR/VR Student Technicians
Jami provided information on the hiring of 2 new AR/VR student technicians. Nestor reminded that previous approval was for 2 students and Jami said there will be only 2 once the training period is over in about 3 weeks. Szilard asked about the funding and it is noted that funding for student techs will remain at $25k for the fiscal year and $5k for maintenance of the equipment and software/hardware purchases.

MOTION: To approve hiring of 2 VR students. MADE BY: Nestor Fiallos SECOND: Lwin Htet. VOTE: All in favor, motion carried.

Library PaperCut paystations - $6,480

David Carrothers, IT support in the library, submitted this request on Oct 9, 2018. Discussion held regarding replacement of a dead pay station monitor with a new or refurbished monitor. Will invite David to the next meeting to further discuss options and preferences for the system and components.

Upcoming meetings will be every other week from 3:30-4:30. Bea will set these up and reserve the room.

| *Voting* | *Non-Voting* |
|---|---|
| Nestor Fiallos | Andreas Bohman |
| Lwin Htet | Bea Padilla |
| Alexander Chavez | Jami Beintema |
| Brenda Avalos | |
| Calisa Cruise | |
| Szilard Vajda | |
| Gerard Hogan | |
| Krystal Ash | |