



*Student Technology Fee Committee
Official Meeting Minutes*

Date & Time: 11/20/23 @1600-1700

Location: TPS 110

- I. Call to Order
- II. Roll Call

Position	Name	Attendance
Director of Student Technology (Chair)	Jayana Estacio	Present
Vice Chair		
Assistant	Ameena Ndiaye	Excused
Voting Member	Buruk Yimesgen	Present
Voting Member	Quienten Miller	Present
Voting Member	Lwazi Mabota	Excused
Voting Member	Navneet Singh	Present
Voting Member	Lizzy McLam	Present
Voting Member	Revathi Chinitapalli	Excused
Voting Member	Khobaib Zafar	Present
Voting Member	Yujin Jung	Present
Compliance Officer	Conor Leary	Present
ASUWT Director	Alicia Whitten	Absent
UWT Finance Department	Mike Russel	Absent
UWT Computer Services	Joshua Gibbson	Present
Vice Chancellor Information Technology	Patrick Pow	Present

- III. Approval of the Minutes
- IV. Approval of the Agenda

- V. Open Public Forum
- VI. Unfinished Business
- VII. New Business
 - a. By-Law Updates
 - b. [Discussion] Special Allocation Proposal 23S0410
 - c. [Discussion] Special Allocation Proposal 23S0411
 - d. [Discussion] Special Allocation Proposal 23S0412
 - e. [Discussion] Special Allocation Proposal 23S0413
 - f. [Discussion] Special Allocation Proposal 23S0414
 - g. [Discussion] Special Allocation Proposal 23S0415
 - h. [Discussion] Special Allocation Proposal 23S0416
 - i. [Discussion] Special Allocation Proposal 23S0417
 - j. [Discussion] Special Allocation Proposal 23S0418
 - k. [Discussion] Special Allocation Proposal 23S0419
 - l. [Discussion] Special Allocation Proposal 23S0420
 - m. [Discussion] Special Allocation Proposal 23S0421
- VIII. Committee Updates
- IX. Chair Updates
- X. Adjournment

Meeting Minutes

Call to Order

- Call to Order at 4:03pm

Roll Call

Position	Name	Attendance
Director of Student Technology (Chair)	Jayana Estacio	Present
Vice Chair		
Assistant	Ameena Ndiaye	Excused
Voting Member	Buruk Yimesgen	Present
Voting Member	Quienten Miller	Present
Voting Member	Lwazi Mabota	Excused
Voting Member	Navneet Singh	Present
Voting Member	Lizzy McLam	Present
Voting Member	Revathi Chinitapalli	Excused
Voting Member	Khobaib Zafar	Present
Voting Member	Yujin Jung	Present
Compliance Officer	Conor Leary	Present
ASUWT Director	Alicia Whitten	Absent
UWT Finance Department	Mike Russel	Absent
UWT Computer Services	Joshua Gibbson	Present
Vice Chancellor Information Technology	Patrick Pow	Present

Approval of the Minutes

- There are no minutes to be approved...

Approval of the Agenda

- Buruk Yimesgen motions to approve the agenda
- Lizzy McLam seconds the motion
- 6-0-0 motion passes

Open Public Forum

- There are no members from the public present

Unfinished Business

- There is no unfinished business...

New Business

- By-Law Update
 - Lizzy McLam motions to table By-Law discussions until after Special Allocations are done
 - Khobaib Zafar seconds that motion
 - 6-0-0 motion passes
- [Discussion] Special Allocation Proposal 23S0410
 - Director Estacio hands out STFC Special Allocation assignments
 - Committee begins reviewing the proposal individually
 - Lizzy McLam is assigned this proposal
 - Conor Leary mentions that last year Maker Space applied for Annual Allocations for supplies including poster printing supplies. In this proposal they're asking for more funding due to the high demand of usage
 - Conor Leary explains how the By-Laws state that we cannot spend over 25% of annual budget (\$100,000)
 - Patrick Pow mentions we do not have to fund everything during Special Allocations. That proposals can be posed during Annual Allocations
 - Lizzy McLam opens discussion regarding who uses the Maker Space... Registered Student Organizations versus individual students
 - Director Estacio explains the size of printing the Maker Space allows compared to other sources on campus
 - Patrick Pow explains that members can reach out to the department heads for further questions
 - Khobaib Zafar discusses that RSOs tend to use this space especially during Involvement Fairs
 - Joshua Gibson explains how if proposals are approved and the allotted budget isn't used, the money comes back to STFC
- [Discussion] Special Allocation Proposal 23S0411
 - Proposal did not include request amount, Joshua Gibson mentions that he will check the price of the computer and get back to us
 - Buruk Yimesgen opens the floor for discussion by mentioning since the computer is in a space that is used quite often, and that the computer is seven years old, it makes sense to fund the proposal
 - Khobaib Zafar agrees
 - Director Estacio explains the location of the room and what it is used for
 - Joshua Gibson mentions the price is around \$900-\$1,100 based on the previous proposal for this computer

Motion to extend meeting

- Buruk Yimesgen motions to extend the meeting by 10 minutes
- Lizzy McLam seconds that motion
- 1-3-2 motion does not pass

Chair Announcements

- Director Estacio mentions that there will be a meeting Monday and Wednesday 4:00pm-5:00pm in TPS 110
- Director Estacio reminds members to review their assigned proposals prior to these meetings

Motion to extend meeting

- Quentin Miller motions to extend the meeting by 5 minutes
- Khobaib Zafar seconds
- 5-1-0 motion passes

Adjournment

- Meeting adjourns at 5:04pm