**Student Tech Fee (STF) Oversight Committee**

Minutes of Meeting: January 25, 2023

Voting Members Present: Jane Cassidy, Tommy Smith, Ric Simmons (proxy for Craig Woolley), Lyric Mandell, Sam Staggs, Alex Basse, Anna Cate Strong, Hamood Qureshi (proxy for Carlin Sekhani-Matthews)

Guests: Brandon Common, Brian Antie, Susan Crochet, David O’Brien, Wen Fan, John Duplantis, Aimee Riggs, and Amanda Marshall

**Materials distributed:**

Minutes from November 2, 2022, Meeting

Example Rank Sheet

Blank Rank Sheet

Evaluation Criteria for 2022-2023

1. **Welcome and Introduction.**

The meeting was chaired and called to order by Jane Cassidy at approximately 3:00 p.m.

1. **Old Business.**
2. **Approval of the November** **2, 2022, minutes** *(Cassidy/Smith)*

Sam Staggs motioned to approve the minutes; Lyric Mandell seconded the motion. The minutes were unanimously approved.

1. **New Business.**
2. **FY22-23 Discipline Specific Evaluation Criteria** *(Cassidy/Smith)*

Tommy Smith and Dr. Cassidy led the committee through the evaluation criteria for discipline-specific proposals. Based on the established criteria, the committee will rank proposals to determine which proposals will be approved for funding. Proposals were submitted through Moodle with a deadline of January 19, 2023. Committee members have access to view the submitted proposals for evaluation and ranking. Final rankings should be sent via email to Amanda Marshall at aknipp1@lsu.edu by February 06, 2023.

**IV. Next Meeting Date**

February 8, 2023

**Reminders:** Please forward all agenda items and handouts to Tommy Smith or Amanda Marshall a minimum of one week prior to the next meeting.

Student Representatives: If you are unable to attend the next meeting, please send an alternate representative to ensure a quorum.

*Respectfully submitted, Tommy Smith and Jane Cassidy, Co-Chairs*

*Minutes recorded by Amanda Marshall*