

Western Washington University
Associated Students/Information Technology
Student Technology Fee (STF) Committee Meeting

Tuesday

April 21, 2015

HH 122

<u>Committee</u>	Jaleesa Smiley (AS VP for Academic Affairs and Chair), John Lawson
<u>Members</u>	(Vice Provost for Information Technology/CIO), Patrick Eckroth (student at-large),
<u>Present:</u>	Josie Ellison student at-large), Chris Sandvig (representative from Academic Technology Committee), Cristina de Almeida (faculty senate at-large representative), Diane Bateman (committee staff)
<u>Absent:</u>	[one student at-large vacancy]
<u>Advisor(s):</u>	N/A
<u>Guest(s):</u>	N/A

MOTIONS – none

Jaleesa Smiley, AS VP for Academic Affairs, called the meeting to order at 2:00 p.m.

I. REVISION TO THE AGENDA

A. STF Committee Structure

Smiley led a discussion of the various roles on the STF Committee. She cancelled the April 16 meeting because it conflicted with the three student members' priorities (classes, etc.). Student members believe that the Committee should be operating as more of a student-led committee.

Lawson said that, structurally, the STF Committee began as a separate initiative from the Vice Provost's Office to give students a clearer role.

B. STF Committee Member Roles

1. VPIT/CIO

Smiley said she interprets that the CIO's role is to provide Committee continuity from year to year; and to manage related processes such as budgeting, purchasing, and implementing of new equipment.

2. Academic Technology Committee (ATC) Rep

- a. Smiley said she has some concerns that this role creates a possible conflict of interest between the Academic Technology and STF committees.
- b. Sandvig said that the ATC, which each year discusses the STF abstracts and proposals in detail, has a lot of informed insight to offer to the STF Committee. Sandvig sees the role of the ATC rep as that of a liaison who fairly represents the ideas and opinions of the two committees to each other. After this explanation, Smiley said she is comfortable with the liaison role.

- c. Lawson said we need to remember that the ATC only *advises* the STF Committee; the STF Committee ultimately makes the final decisions about matters with which it is charged.
3. Vice-Chair

Smiley said she is concerned that there is no role of Vice Chair on the Committee. In response, all Committee members agreed to the identification of a Vice Chair when necessary.
4. Emphasis on Students
 - a. Eckroth said that the Student Tech Fee process has little emphasis on students. How can we engage faculty to engage more students?
 - b. Sandvig said he is concerned about the student vacancy on the Committee, and is uncomfortable with the imbalance between student and faculty Committee members. How can we encourage more student interest in serving?
 - c. Lawson said that the Student Tech Fee criteria for successful Tech Initiatives (i.e., proposal projects) *does* focus on students, and that we had two proposals contributed by students this year, which is movement in the right direction.
 - d. Smiley, Eckroth, and Ellison were in agreement that STF information needs to be on the Associated Students website (similar to the Green Fee Committee information). More students would see the information. Lawson said that STF information should also be on the Faculty Senate website, with links between the AS and Faculty Senate websites. Bateman will coordinate with appropriate staff to post Student Tech Fee information on both the Associated Students and Faculty Senate websites.
 - e. The student members would like a student to take meeting minutes. (The VPIT assistant has been taking meeting minutes/notes for more than six years. As far as anyone is aware, a student has never had this role on the Committee.) Lawson agreed to consider having a student assume this role next year.

II. APPROVAL OF MINUTES – none

III. DISCUSSION ITEMS

Note: For this portion of the meeting, Smiley appointed Ellison as Vice Chair because Smiley needed to leave early.

- A. The Committee reviewed the first set of proposals, which are listed below, and assigned points as part of the preliminary voting. (A separate “Comments and Questions” document captures the discussion.)

1. Loan Pool Projections Upgrade

2. Concert Hall Livestreaming
3. Enhance Student Experience and Understanding of Neurophysiology and Behavior
4. Strength Measurement in the Health Sciences
5. Training Students in the Use of Mobile Technology for Communication Enhancement in Communication Disorders
6. Humanities Majors – Seminar Room Workstation
7. Enabling Investigative Labs on Gene Function using Tetrahymena and C. elegans

IV. ACTION ITEMS – none

- A. Before the next Committee meeting, members should read and be prepared to discuss the remaining proposals.
- B. Bateman will coordinate with appropriate staff to post Student Tech Fee information on both the Associated Students and Faculty Senate websites.

V. OTHER BUSINESS – none

THE MEETING WAS ADJOURNED AT 3:00 p.m.