

University Technology Fee Advisory Board (UTFAB) Meeting
Minutes: Tuesday, September 2, 2003, Room 220 LSC

Present: Amenda Belles, IUCC; Christy Benson, AHS; Pat Burns, ACNS; Tim Hinerman, Engineering; Ross Knippenberg, Liberal Arts; Brandie Johnson, Business; Linda McNamara, ACNS; Ross Morgan, IntraUniversity; Britta Schroeder, CNR; Betsy Taylor, CVMBS.

Introductions: Burns introduced himself as Advisor to the group and other members introduced themselves.

Election of a Chairperson: Burns asked for nominations for Chairperson. Schroeder nominated Brandi Johnson from the College of Business. The vote to elect Johnson for Chairperson was unanimous. Burns turned the meeting over to Johnson. Johnson asked for nominations for Vice Chairperson. Hinerman, from the College of Engineering, nominated himself. The vote to elect Hinerman as Vice Chairperson was unanimous.

Review of By-laws:

- Johnson related the work done by a working group over the summer to develop by-laws. Johnson reviewed the by-laws with emphasis on sections that detailed the responsibility of the UTFAB, the funding process for proposals presented to UTFAB, rules and voting. The bylaws were accepted by the UTFAB. Johnson will present the by-laws at the September 3rd, 2003 ASCSU Senate meeting.
- Knippenberg asked for clarification on the role of the Student Fee Review Board (SFRB) in relation to UTFAB. Johnson noted that UTFAB makes recommendations to UTFAB, which makes the final decision on funding. Burns noted that SFRB serves as the "gatekeeper." The SFRB is chaired by the Vice President of ASCSU.

Next Meetings:

- Regular UTFAB meetings will be held on Tuesdays, from 4-5 pm in locations to be announced (expected to be in the Lory Student Center most of the time). Johnson noted that normally the advisory board would hear proposals during the spring semester and get status reports during the fall semester. This year UTFAB will be going through a series of start-up meetings, which require special sessions in the fall to hear funding proposals for FY 03-04.
- Johnson noted that there will be a special session of UTFAB on September 4 from 5-6pm in Room 210 LSC. The purpose of the special session is to hear a formal presentation on a funding request for a new Student Information System (SIS) and Campus Portal. The reason for the condensed time frame was explained by Burns and Johnson, noting that the University has an opportunity to save one-half to one million dollars by acting on the SIS/Portal agreement before an October 2003 price increase. The vote on the SIS/Portal presentation will be held at the September 9th UTFAB meeting in 207 LSC.

Other Projects: Johnson noted that UTFAB can expect to hear other funding proposals at subsequent meeting.

Minutes submitted by Linda J. McNamara, ACNS

