

University Technology Fee Advisory Board

Minutes – November 8, 2004

Morgan Library – Room 166 (EIL 1)

Members Present: Pat Burns, UTFAB Advisor; Scott Baily, ACNS; Jason Huitt, Chair (At-Large); Tiffany Weiss, Vice-Chair (CVMBS); Tamla Blunt (Ag); David Hoff (At-Large); Kristen Morris (CAHS); Akil Mirchandani (CoB); Amanda Kaiser (CoE); Michael Bayless (CNS)

I. Call to Order – 5:07PM

II. Approval of Minutes from October 27, 2004 Meeting

- Minutes approved by unanimous consent

III. Old Business

a. Minutes – Taken by Kristen Morris

b. Amendment to Bylaws

Chair assumed motion to amend bylaws (continuing informal discussion from October 27th meeting). Brief discussion was held to confirm the exact text of the amendment. Text of amendment to insert a new Section 3 into Article VI of the UTFAB Bylaws (renumbering subsequent sections accordingly): *“Section 3: Should there be a positive budget carry over into the current fiscal year, the UTFAB may accept proposals for funding in the fall semester. These proposals can be for expansion of existing UTFAB projects or for new projects. Proposals shall be in accordance with all other specifications in Section 2.”* Vote on amendment: 6-0.

IV. Presentations

a. Library – George Jaramillio, Assistant Dean of CSU Libraries, presented a three-year project plan update, and an interim funding proposal for 12 “Portable Presentation Kits”.

b. Instructional Technology (Classrooms) – Tom Maher, Director of the Office of Instructional Services, presented a three-year project plan update, and an interim funding proposal for a technology “refresh” to 9 general assignment classrooms.

V. New Business

a. FY05 Proposal Submission Procedures – The board discussed the process by which interim proposals should be submitted for projects to be funded from remaining UTFAB funds for the current fiscal year. After lengthy discussion, the board informally decided to continue work on this matter in a sub-committee to be formed at a later date.

b. Membership Update – Huitt reported on efforts to fill remaining open seats on the board from the College of Natural Resources. The task of member

appointment will fall to the Dean of the college if the College Council is unable to appoint a member.

c. Other New Business

- i. Interim Library Proposal – After general discussion, the board voted 6-0 to approve the legitimacy of this request. Huitt will report answers to various questions about the request at the next meeting.
- ii. Interim Classrooms Proposal – The board voted 6-0 to approve the legitimacy of this request.

VI. Next Meeting – November 15, 2004 in Weber 202

- a. SIS/Portal Presentation
- b. Final Votes for Interim Library and Classroom Proposals

VII. Adjourned – 6:34PM