University Technology Fee Advisory Board Minutes
March 3, 2016—Morgan Library Event Hall

Attendance: Jake Loughridge, Chair, CoB; Nicole Ramo, Vice chair, GSC; Blaire MacNeill, Secretary, CVMBS; Adam Lynch, CNS; Blake O’Grady, CoB; Kait Evensen, WCNR; Naomi Bombardier, CHHS/ASCSU; Jason Huitt, ACNS; Rusty Scott, ACNS; Scott Baily, ACNS

I. Meeting Called to Order at 2:05 p.m.
II. Approval of Minutes from February 25, 2016 meeting
   a. February 25, 2016 minutes approved
III. Presentations
   a. RAMweb Redesign Update
      i. The RAMweb webpage is being redesigned; will be released in June
         1. Changes include moving the menu to the right side, icons for links, bigger font, term selection for registration ready, student organizations connected, and more mobile friendly
         ii. Has been pushed out to all major browsers i.e. Chrome, Firefox, Internet Explorer, Safari
            2. Want a lot of students to participate in the feedback testing process
            3. Testing begins May 1
            4. Email ARISWEB@COLOSTATE.EDU for testing and feedback loop involvement
      iii. Questions:
         1. What kind of groups have you worked with so far for student input on the redesign? ASCSU students voted for this design from three options.
         2. Do graduate students see different things than others? Yes, graduate students will see different things compared to incoming and undergraduate students. Also incoming students have a RamReady tab that current students do not have.
         3. How many students are you looking for to do testing? The largest and most diverse group possible.
         4. (To the board) is there anything annoying about RAMweb now that you want to see different? Not really, but it seems easier to use with this redesign and easier to navigate.
   b. UTFAB Welcome and Orientation
      i. Student technology fee is $25 per semester
      ii. Quorum is seven members
         1. One member from each college, two from ASCSU at large
         2. Can have associates
         3. Several advisors
      iii. Created in 2003 by ASCSU
         1. Oversees allocation of University technology fees and supplemental proposals
         2. Meets weekly
         3. Funding rules in bylaws
iv. Student fee approval process

1. UTFAB, SFRB, ASCSU Senate, ASCSU President, President’s Cabinet, President, Board of Governors
2. Fee Increase Process: Motion to increase/decrease requires a majority vote to prove legitimate (2/3 vote to amend). An open forum for all students is required before the second vote, which is required prior to SFRB proposal (requires 2/3 majority vote to adopt) (typically the last meeting of the semester)

IV. Old Business

a. Bylaws- postponed

V. New Business

a. Appointee of UTFAB Rep to CSU Ram Mobile
   i. Blake O’Grady will be the UTFAB representative
b. Budget Review Continued
   i. Enrollment increased by ~500 students
   ii. $138,173 remaining to fund supplementals in FY16
   iv. In FY17 with no fee increase but including updated enrollment projections, there is $1.7 million available for projects
      1. Residual would be $596.32 after funding
      2. Not in debt because of increased enrollment
      3. The board is not required to fund supplementals
      4. The board is not required to spend FY16 funds to zero

v. Questions:
   1. What is the typical residual balances for this board? Typically over $100,000 remains as residual funds each fiscal year. There has not yet been a case where there has been no residual.
   2. In this projection does the 40 (reserve) not count? It does not. The $138, 173 remaining in FY16 does not include our 40k reserve as well.
   3. What is the 40k reserve for? In case of reduced enrollment, emergencies, etc.
   4. What has been the board’s precedent in the past? We have chosen to take large incremental steps instead of small steps for fee increases. Need to think about that going forward.
   5. From SFRB representative: What would you do with the extra fee money? Without it we would not be able to fund supplementals. We do not have a specific project that we will fund with that dollar but we have lots of good data supporting the success of the proposals that we have funded. We have already been asked to submit a four percent increase because of previously projected deficit.

vi. Discussion:
   1. Since the board did not ask for an increase last year, SFRB should understand the request for this year
   2. Would have $12,000 left if we do all supplemental projects besides the most expensive.
3. All members are willing to propose a $1.00 fee increase, asked to discuss increase with college councils
4. Find associates

vii. Received $26,000 supplemental 3D printing proposal from Engineering
   1. Will present at next meeting

VI. Next Meeting: Thursday, March 10, 2016, at 2:00 p.m. in Library Event Hall
VII. Motion to Adjourn
   a. Approved at 2:59 p.m.