In Attendance:

Dan Benardot  Susan Easterbrooks  Karen Oates George  Raj Sunderraman
Janet Burns Brendan  Yu-Sheng Hsu  Pullman Bala  Ellen Taylor
Calandra  Guy Leach  Ramesh  Upkar Varshney
Mary Jane Casto  Steve Manson  Nancy Schafer  Eboni Walker

- CALLED TO ORDER

APPROVAL OF MINUTES

Motion was made and second to approve the minutes of August 16, 2007, as presented.

FY 2009 STUDENT TECHNOLOGY FEE DOCUMENTS

Eboni Walker and the Tech Fee Process Group presented three FY 2009 Student Technology Fee documents for review and approval. The Committee made the following corrections and edits after discussion:

Stage 1 Proposal Form for CBSAC and Planning & Facilities

Other than the due dates, no changes were made to this document.

Stage 1 Proposal Form for IS&T

#3. If your proposed project involves implementation of a web-based material, please describe how your project will comply with ADA (Americans with Disabilities Act) guidelines as outlined in the GSU Web Accessibility Policy (www.gsu.edu/ist/webaccess.html).

Stage 2 (Final) Proposal Form

#8. Provide a brief explanation how the proposed project or funding requirement is related to university, college, and/or departmental strategic plans. Georgia State University’s Strategic Plan can be found at: http://www.gus.edu/str_and_act_plans.html.
Brendan Calandra commented that he and members of the sub-committee discussed the idea of clarifying the usage of the student tech fees. He proposed providing an explanation, possibly on the call for proposals, on what a department/college could or could not apply for and/or exactly what tech fees are intended for. The sub-committee could not come to agreement on this matter. Mary Jane Casto pointed out that it is explained in Attachment I, Technology Fee Guidelines, which are dictated by the BOR. Brendan acknowledged Attachment I, but informed the Committee that faculty/colleagues stated that was difficult to determine exactly what can be funded through tech fee grants. He recommended a brief paragraph or sentences to state exactly what tech fee monies can be used for. In essence, the ISAT would be summarizing and paraphrasing the Board of Regents tech fee guidelines. A lengthy discussion ensued.

The call for tech fee applications needs to go out (via e-mail) at the end of October. Mary Jane suggested that the sub-committee could work on the wording and report back to the Committee before the call goes out. The sub-committee will send this statement (preamble) via e-mail to the ISAT members prior to call for tech fee applications. The Chairperson concurred that this preamble be included in the email asking for tech fee applications.

**Motion:** A motion was made and seconded to approve the following FY 2009 Student Technology Fee documents with corrections. The motion passed unanimously.

1. Stage 1 Proposal Form for BCSAC and Planning & Facilities
2. Stage 1 Proposal Form for IS&T
3. Stage 2 (Final) Proposal Form

**NEW BUSINESS**

Tech Fee Conversion Request

Raj Sunderraman stated that he’s waiting for a response regarding his request for permission to modify a tech fee grant that was awarded last year. This tech fee grant was awarded to pay annual maintenance fees for an old super-computer for the department of Computer Science. However, Raj explained that he would like to purchase a re-furbished system that has more ability than the current one and would cost less to maintain. Dr. Pullman has forwarded this request to J.L. Albert, who is researching this matter. Discussion ensued.

**MEETING DATES AND TIMES**

The next meeting will be Thursday, October 18, 2007.

**ADJOURNMENT**
There being no further business, the meeting adjourned at 2:15 PM.

Respectfully submitted,

Joyce Carroll