BCC Student Technology Fee Committee
Fall '23 / November 21, 2023 / 3-4:30 p.m. Zoom
Minutes

Attending: Diane Banks, Paul J. Buttafuoco, Mark Lennerton, Luisa Martich, Michael Miller, Luis Montenegro, Andrea Pinnock, Sephiroth Ewell

Excused: Nancy De La Rosa, Blessing Thomas

- Introductions - All

- STF orientation – Miller reviewed web page information and content updates for the BCC STF initiative. Including an exploration of the STF Policy and Procedures.
  https://www.bcc.cuny.edu/campus-resources/information-technology-service-desk/student-technology-fee/

- Budget Plan Review
  - 2023 overview - Miller – unspent funds and standing encumbrances? *AVP Pinnock to investigate.
  - 2024 overview – update of the CF numbers – All - Had a discussion re: the differences btw. current allocations and approved plan. President advised on the final AY '23 STF budget number as being a target for spending this year.
  - Exploration of the STI/UWI "mandatory" projects – All- Pinnock will investigate.
  - Discussion of local STF allocation adjustments over time – All – Committee looked across allocations pre-, during, and post-pandemic for a holistic picture. Demonstrated how monies ebbed and flowed away from "in-person" needs to faculty professional development, and then back toward in-person needs. Discussion veered toward the question of the number and support of campus computing labs. Discussion about support for ongoing online PD and funding ensued.
  - Monthly reports – Committee agreed that the sharing of requisition level budget detail reports/queries would be more helpful than the current CUNYFirst "OTPS summary" reports. Miller will work with Pinnock and De La Rosa/Martich to implement a shared, detailed reporting method.
  - Discussion of lab fees and "breakage fees" – Banks and Montenegro (Need history of local practice. AVP Pinnock to do research via Micky Matos at Guttman.)

- Spring '24 Scheduling
  - 3rd Tuesdays - 3-4:30 p.m., Miller will compile and share a STF process landmarks timeline/calendar, Committee will need to plan for reinstatement of the Student Innovation Process in Spring for Fall '24 announcement and summer '25 implementation process. This may be an opportunity to change the cycle resulting in implementations that the lead student PIS can see implemented while still at the college. (Previously suggested by Prof. Banks.)

  Proposed Spring 2024 calendar:

    February 20
    March 19
    April 16
    May 14

- New Items – none