University Technology Fee Advisory Board
Meeting Minutes
12/5/2023

I. Call to Order

    a. Chair Andrew Wilson-Axpe called to order the regular meeting of UTFAB at 4:15 on December, 5th 2023 at LSC 376.

II. Roll Call

    a. Co-vice chair Leila Gognat conducted roll call. The following persons were present:

Name	College/Unit	Position
Andrew Wilson-Axpe	College of Business	Chair
Leila Gognat	College of Business	Co-Vice Chair
Grace Ganter	College of Agricultural Sciences	Voting Member
Jaren Fleischman	Walter Scott, Jr. College of Engineering	Voting Member
Clare Finnegan	College of Health and Human Sciences	Voting Member
Emi Valera	College of Natural Sciences	Voting Member
Jessica Laffey	College of Liberal Arts	Voting Member
Madeline Judson	College of Veterinary Medicine and Biomedical Sciences	Voting Member
Haleigh Yankoski	Warner College of Natural Resources	Voting Member
Brendan Davidson	Graduate School	Voting Member
Sarah Andrus	College of Health and Human Sciences	Associate Member
Ethan Krems	College of Veterinary Medicine and Biomedical Sciences	Associate Member
Desiree Bautista	Division of Information Technology	Advisor
Megan Folmar	Division of Information Technology	Advisor
Greg Krems	Division of Information Technology	Advisor

Other attendees: Jennifer Thorland

    b. Co-Vice Chair confirms quorum. Quorum confirmed.

III. Approval of minutes from last meeting

    a. Co-Vice Chair Leila Gognat read the minutes from the last meeting. The minutes were approved as read.

IV.   Open issues

V.   New business

- Brandon Bernier presented an out of cycle proposal for a 1:1 device program for 100 students from the summer bridge program
- Pilot can increase scale after 1 year up to 1200 in first gen or don't have access to tech & expand to entire freshman class
- Goal: essential tech tools in the hands of students who need it the most (ipad kit) to see better retention rates, graduation rates, grades
- Includes technology & information literacy workshop
- Spring semester sign agreements hire interns, initial logistics, procurement
- Summer semester: develop distribution model, connect with SRS students, Build technology workshops, Establish MDM
- Fall semester: distribution days, technology workshops, student support
- Spring semester 2025: student success metrics, cohort programming, pilot evaluation & expansion
- The project is 50% co-sponsored at 50% from division of IT
    - Pilot Program cost:
    - Hardware & mobile connections: $65000
    - Student internship (4): $35000
    - Division of IT support: $35000
    - Total pilot program cost: $135,000
- Funding:
    - Division of IT: $67500
    - UTFAB (hardware & mobile connections, student internships): $67500
- Apple sustainability movement & their 10th generation ipad
- Andrew motioned to take a vote of legitimacy, Grace seconded. Vote of legitimacy passed unanimously.
- Andrew motioned to take a vote of funding, Haleigh seconded. 8 votes yes, 1 vote no. Funding vote passed with majority.

VI.   Announcements

- Email Brandon if you notice wifi issues in certain areas

VII.   Adjournment

a. Andrew Wilson-Axpe adjourned meeting at 5:02 pm.
b. Minutes submitted by Leila Gognat.
c. Minutes approved by: Will approve at first spring meeting.