1. Call to Order
2. Roll Call

|  |  |  |  |
| --- | --- | --- | --- |
| March 19, 2019 | Present | Absent | Excused |
| Director Kangas | **X** |  |  |
| Senator Reed | **X** |  |  |
| Senator Samudrala | **X** |  |  |
| Advisor Traxler | **X** |  |  |
| Advisor Dunbar | **X** |  |  |
| Advisor Richartz | **X** |  |  |

1. Open Forum
2. Approval of the Minutes
3. Unfinished Business
	1. Committee Bylaws
		1. Removed 7.04 and put more information into 7.03 regarding feedback from the senate.
		2. Bylaws have been approved.
	2. Review of IT Strategic Plan & LIT Organizational Chart
		1. Tabled because of technology issues
	3. STF Budget
	4. Incoming Proposals
		1. Stout Adventures – GoPro camera, available for checkout
		2. Disability Services – consumable **smart pens**, **Kurzweil License** (Screen reader), **2 FM systems**, **AIM Data Management** (used to track disabilities with students, also to communicate between faculty/staff/tutors with students)
			* AIM has been taking STF funds for two years, and said that they would take on the ongoing cost.
	5. Proposal Form
		1. May be more generalized
		2. Broad problems are more useful rather than asking the organization for data to support a proposed solution.
		3. Simplify the STF request document
		4. High-level ideas are what this committee will be dealing with.
		5. When a proposal is already developed, often times there are already funding options, just not ones they want to use.
		6. People will find and use this funding mechanism, so be picky.
		7. Examples of poor use of STF funds
			* Projector screens for the MSC
		8. We are no longer on the same schedule as the ATL process.
		9. Eau Claire has no formal call-out process for submitting ideas to their SITC.
		10. Make the form **accessible** and simple. Marketing the form is important.
	6. Vice Chair Self-Nominations
4. New Business
5. Announcements
6. Adjourn