Present:  Rian Nostrum, Chair; Jake Bechtold, Anne Denton, Tanya Kramer, Galen Mayfield, Chris Nelson, David Wittrock, DK Yoon, CeCe Rohwedder

Absent:  Gary Fisher, Jim Hammond, Jarrett Hart, Sydney Hull

Rian called the meeting to order at 9:05 a.m.

1. **Spring Semester Action Plans:** proposals are due Friday, March 9. Rian will then assign primary reviewers. The committee will meet near the end of the month to review all proposals and make funding recommendations.

2. **Process for Future Increases to the Student Technology Fee:** two options were explored:
   A. Increase the fee in small increments for inflation. If the increase request is not approved one year, the percentage requested would be added to the following year’s request. IT Division leadership would come to a TFAC meeting annual to present the current financial situation so the committee could evaluate needs. TFAC will communicate this option to Marc and ask if there is discussion on the proposed differential tuition model and whether that might be considered in conjunction with future technology fee increases.
   B. Roll the technology fee and library fee into the tuition model, since both support core functions. This would also assist transparency to students of overall costs and would help with their taxes.

3. **Use of Upcoming Student Technology Fee Increase:**
   - TFAC has often not used all the funds available for awards, as there have not always been enough proposals meeting the award criteria.
   - If the IT Division would request additional funding in the fall, not necessarily via an action plan, the committee could consider giving up a portion of the 15% available for awards, as directed by the group’s Bylaws.
   - There used to be a TFAC Public Relations subcommittee that would publicize what is funded and reach out to campus to solicit proposals.
   - Reductions in cluster costs could perhaps reduce the overall costs to the IT Division.
   - The Bylaws could be amended so that the percentage of student technology fee funds available for awards more closely reflects the amount of the actual distribution of recent years.
   - Additional funding is needed for the IT Division to make up for funds pulled out by NDUS, in order to continue providing basic services to the campus.
   - TFAC is an advisory group, with the VPIIT making the final decision as to which action plans should be awarded and how much; this is one reason Marc asked the committee to provide a ranking of approved proposals.

[Anne Denton left the meeting, at 10:55 a.m.]
• Chris will survey students regarding what they think of what is being funded and what should be supported.
• It is important to assure that there are funds available each semester for TFAC to utilize to fund action plans as the group deems appropriate, otherwise the group will become obsolete.
• Instead of the earlier suggestion of amending the Bylaws, TFAC could communicate with the IT Division about the action plans it approved prior to making a final determination of how much to actually award.

4. **Next Meeting:** the committee will meet again after spring break to continue today’s discussion, to include a decision on how to use the student technology fee increase this coming year; the minutes of the last two meetings will be considered for approval at that time. In the meantime, Rian will meet with Interim VPIT Marc Wallman next week.

The meeting was adjourned at 10:05 a.m.