Rian called the meeting to order at 2 p.m.

Rian was appointed chair of the group for the coming year, and he accepted.

Introductions were made.

**Motion (Fischer/Kwiecien) to approve the minutes of the April 27, 2012 meeting as presented. Motion carried unanimously.**

**Fall and Spring Award Process:** Marc Wallman announced that per his conversations with Provost Rafert, the fall award process is suspended, due to reduced funding, primarily as a result of the reduced SLA with NDUS. There is uncertainty of the status of the spring awards, especially in light of the potential merger of the IT Division, the NDSU Libraries and Distance and Continuing Education; however, there is no intent at this time to permanently discontinue the awards. Discussion: proposals may still be invited for committee review and recommendations to the VPIT, who may not approve them, given the current financial constraints. Other funding revenues are available for supporting projects approved by TFAC, such as Student Government monies. The question was raised whether the awards program would ever be reinstated if it is suspended. Marc stated that with reorganization at NDSU, a new fee process implemented by NDUS, and a new legislative session approaching, uncertainties such as this exist, but groups such as TFAC will continue to be needed at NDSU to oversee usage of student technology fees. Marc extended an ongoing invitation to campus to review student technology fee records.

**Performance Audit:** there were two findings resulting from the performance audit of student technology fee bylaws, policy and procedures, which was conducted this past spring: the Thunder Radio award was not expended quickly enough, and a Veterinary Science charge of pet food utilized student technology fee funds; the response to the former explained the delays were due to personnel and organizational changes in various departments involved with the project; the response to the latter indicated that a clerical error had occurred. Since the audit, the VPIT office has implemented a new, comprehensive tracking and documentation process for awards.

**Budget Review:** information on FY11 and FY12 IT Expenditures (attached) was distributed and reviewed; the increase in the student technology fee that was implemented this fall will be included in the FY13 records. Copies of a spreadsheet titled, “Division of Information Technology Anticipated Student Technology Fee Budgets, FY13-FY18,” attached, were distributed and reviewed; it was pointed out that it includes items that will not be paid for by the student technology fee. Also distributed and reviewed were copies of the document, “Funding Needs for NDSU IT
Services,” attached. Committee recommendations will be welcomed, as well as one-on-one discussions. This information will be discussed in more detail at an upcoming meeting of this group.

[Marc Wallman, Jean Ostrom-Blonigen, Janet Stringer and Kim Lammers left the meeting, at 2:57 p.m.]

TFAC members noted the importance of continued review of the student technology fee by this committee.

[Anne Denton left the meeting, at 3:08 p.m.]

TFAC members will review and consider all information presented today, and act on it at their next meeting, to be held later this month; that meeting’s agenda will also include review of the action plan tracking spreadsheet and of the Commodities Trading Room project status.

Motion to adjourn without objection (Kwiecien). Motion carried unanimously.

The meeting was adjourned at 3:21 p.m.