



# Student Technology Assessment Plan Committee

## Minutes

Date 10/17/2012 Start Time 2:00 PM Adjournment Time 3:15 PM Location ULIB 640 Conference Room  
 Type of Meeting  Regular  Special

<b>CHAIR</b>	Dr. Eric Pani / Co-Chair Calvin Stafford
<b>SECRETARY</b>	Adam Taylor, Ex-Officio Member
<b>ATTENDEES</b>	Eric Pani, Calvin Stafford, Allison Friloux, Sammetria Martin, Monohn Prudhomme, Chelsea Wyatt, Karen Niemla, Nicole Walker, Chance Eppinette, Adam Taylor
<b>ABSENT (EXCUSED)</b>	Erin Foster

## Agenda

<b>GENERAL ANNOUNCEMENTS</b>		
Introduction of Members, STAP plan/Overview of STAP Next meeting is scheduled for Nov. 28, 2012, 2:00 PM, Academic Affairs, ULIB 640 conference room.		
<b>DISCUSSION TOPICS</b>		
<p>Overview of Budget Items          Past year's budget review. This year's revised budget review : Acalog Additional Renewal Line to STAP budget of \$8081.00          Motion to accept revised budget: Chesea Wyatt- 1st motion of new budget acceptance; Monohn Prudhomme –2nd motion of new budget. Unanimous Yes, motion passed</p> <p>STAP Proposals          RFP – Monday Oct. 22nd, 2012          Proposals Due – Monday Nov. 12th, 2012 by 12:00 p.m.          Proposals to Academic Affair – Wednesday Nov. 14th 2012          Proposals on Moodle for review- Friday Nov. 16th, 2012          Proposals scores due – Tuesday Nov 27th, 2012 by 11:59 p.m.          STAP Committee Review of proposals – Wednesday Nov 28th 2012 (2:00pm)          Accepted Proposals to Dr. Bruno for review/acceptance – Thursday Nov 29th 2012          Notification of Proposal Acceptance – Wednesday Dec 5th 2012          Motion to accept proposal dates: Allision Friloux- 1st motion of proposal dates; Karen Niemla – 2nd motion of proposal dates          Unanimous Yes, motion passed</p>		
<b>CONCLUSIONS</b>		
Revised budget and proposal dates passed. Revised budget will be sent to Dr. Bruno for approval.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None		

Approved by committee/council chair

*Eric Pani*

Signature

10/26/2012

Date