

## **STUDENT TECHNOLOGY FEE COMMITTEE**

### **Friday, September 12, 2025**

**Present:** Andrew Barbier, Sara Bourgeois, Bliss Broussard, Jeanne Chaisson, Kristie Goulas, Laure Kasovich, En Mao, Casie Oncale, Cruz Cassard, Allie Devillier, Jaqueline Diaz, Ethan Gisclair, Parker Hebert, Danny Woods (proxy for Justin Helper), Adriana Magallon, Sarah Roth, Terry Braud, Sam Cagle, Keith Carroll, Ryan Dubina, Jacob Frey, Perry Lawless, Randy LeBlanc, Leah Lirette

**Absent:** Slade Besson, Justin Helper, Abby Wright

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The meeting began at 2:03 PM in Peltier Hall Rm 115, with roll call conducted by Leah Lirette to establish quorum. Randy LeBlanc welcomed members, introduced himself as Administrative Program Specialist for IT, and provided an overview of the Student Technology Fee program. He explained the structure of the committee, noting that nine voting student members (with a majority vote) are joined by eight voting faculty and staff representatives, with IT staff serving as non-voting advisors.

Randy gave background on the funding source of the Technology Fee, which is collected through student tuition, and described how the annual budget is projected each April based on enrollment figures. He also reviewed the proposal cycle: proposals may be submitted from Convocation Day until the second Friday of October (this year, October 10, 2025). Student members will form a subcommittee that will review submissions, score proposals based on student impact, and then bring their decisions to the full committee.

Randy described the annual reporting and rollover process. If projects cannot be completed by fiscal year-end due to delays in shipping or installation, they are rolled into the next cycle. He gave examples of projects from the prior year that were delayed, including upgrades in the History & Geography classroom in Peltier and the third-floor library multipurpose room.

He further reviewed the state reporting requirements and the six objectives that guide funding: maintaining computing labs, upgrading servers and networks, expanding mobile and specialty computing, upgrading classroom technology, promoting distance education, and leveraging funds for grant matching.

#### **Grant Match Discussion:**

Randy provided an update on the Committee's grant match process. He explained that faculty members occasionally request support from the Technology Fee to strengthen external grant applications, such as those submitted to the Board of Regents. These requests typically involve a promise of Tech Fee funds to cover a portion (usually around 10%) of the technology-related expenses in a grant proposal. This commitment demonstrates institutional support and increases the likelihood of securing external funding.

Cruz Cassard asked a question about grant match requests and why the decision to promise funds was not made by the entire committee. Randy responded that the requests are sporadic and time-sensitive in some cases and that it would be extremely difficult to hold a meeting for each

request. He explained that the recent bylaw changes to Cash Match procedures was enacted specifically to not have the Chairman be the sole decision maker on requests. Ryan emphasized that these funds are leveraged strategically: for every dollar the Tech Fee contributes, outside agencies may provide nine or more dollars in additional funding, maximizing the benefit to students and the university. He also agreed that it would increase the amount of meetings exponentially. Kristie Goulas also brought up the balance between expediency and oversight. She acknowledged that the committee had already approved the annual \$50,000 allocation for grant matches and that the committee entrusted the committee leaders to make those decisions on which grants to match. Thus, the framework for these commitments has been authorized in advance.

Randy stated that last year, two external grants were successfully awarded with Tech Fee match support. Because the commitments were made near the fiscal year's end, the payments carried into the current year's budget, requiring adjustments to preserve the full \$50,000 allocation for FY 2025–2026.

### **Budget Review:**

The committee reviewed the approved budget for FY 2025–2026, which totaled \$713,558.00 from tuition-based fees. Randy outlined recurring expenses which included: salaries and fringe benefits, student labor, travel and training, a cash match allocation reserved for external grants, supplies, and equipment. Operating services include internet fees, licensing and maintenance costs (Microsoft Office, SPSS, Election Runner, Zoom, LabStats, printing, etc.).

He noted that AppleCare and antivirus expenses were removed from recurring costs and proposed reallocating them into the project budget. Two proposals from the previous year were rolled over (\$20,176.00 for the History/Geography classroom and \$9,055.00 for the Library project). In addition, previously promised grant match funds (\$1,000.00 to Dr. Young for a NASA grant, \$8,000.00 to Dr. Balaji for an external grant) were incorporated. With these adjustments and surplus funds carried forward, the revised budget increased to \$951,789.00, leaving \$473,990.31 available for new projects.

### **SPSS License Discussion:**

Dr. En Mao raised a question regarding the annual \$10,000 expenditure for the SPSS software license, asking how many classes actively use the program. Andrew Barbier responded that usage spans several colleges, with licenses also available in the library for student access, although exact course numbers are unclear. Dr. Mao noted that in Business, SPSS may only be used in one course, as other free statistical tools are also utilized.

Dr. Mao recommended reviewing whether the university requires the full scope of SPSS licensing, given the cost relative to its usage. Randy agreed that IT staff will review utilization data over the coming months and report back in April during the next budget planning cycle to determine whether adjustments are warranted. Any unused funds from this category, as with other recurring expenses, are returned to surplus for reallocation.

### **Election of Officers:**

As required by the bylaws, Cruz Cassard, SGA President, automatically serves as Vice-Chair. Nominations were opened for Committee Chair and Secretary. Randy LeBlanc was nominated

and elected as Chair. All were in favor. Leah Lirette was nominated and elected as Secretary. All were in favor. Both Randy and Leah accepted.

**Motions and Votes:**

Randy stated that the committee had the option to transfer the money left in surplus into this year's budget. A motion was made by Parker Hebert to transfer surplus funds and rollovers from FY 2024–2025 into the current budget year as outlined. The motion was carried unanimously. A total of \$238,231.00 will be transferred from the fund balance into the FY 2025/2026 project's budget section allowing a total of \$473,990.31 available for projects/proposals.

**Proposal Cycle and Deadlines:**

Randy reminded the committee that the proposal deadline is October 10, 2025. To date, three proposals have been received (Student Affairs, Biological Sciences, and Makerspace). Once submissions close, student representatives will be given two weeks to review and score proposals before subcommittee deliberations.

**Meeting Dates:**

The Student Subcommittee will meet on Friday, October 24, 2025, at 2:00 PM.

A Full Committee meeting will follow on Friday, November 7, 2025, at 2:00 PM to finalize funding decisions made by the Subcommittee.

**Adjournment:**

With no further business, a motion was made by Cruz Cassard and seconded by Sarah Bourgeois to adjourn. The meeting concluded at approximately 2:52 PM.

A handwritten signature in cursive script that reads "Randy J. LeBlanc". The signature is written in black ink and is positioned above a solid horizontal line.

Randy LeBlanc  
Chairperson  
Student Technology Fee Committee