

**Bronx Community College
City University of New York
Student Technology Fee Committee MINUTES
Tuesday, December 2, 2025**

Present: Provost Luis Montenegro, AVP Luisa “Luchy” Martich, AVP Andrea Pinnock, Nova Pastor, Ulises Alvarez, SGA Vice President David Murch, Nancy De La Rosa, Professor Pedro Lopez, Professor James Watson, and Professor Nelson Santana.

- I. Meeting called to order at 3:08 p.m.
- II. Approval of Previous Meeting Minutes
 - a. Minutes for Nov. 4 and Nov. 18 were approved.
- III. 2024-2025 STF Plan Reports Update
 - a. Chair will send a reminder to remaining project leads to submit End-of-Cycle reports.
 - b. Provost Montenegro emphasized: for projects with OTPS, submit requisitions as soon as possible; for personnel-funded lines, ensure spending is occurring within the fiscal year (FY runs July 1–June 30).
- IV. STF Plan 2026-2027
 - a. Working draft is in progress and under committee review/discussion.
- V. STF Special Projects (STFSP) — AY 2026–2027 Call-for-Proposals
 - a. AVP Martich shared the proposals from the most recent cycle with Chair Santana.
 - i. AVP Martich noted that the proposal, “Spring is for New Media” a series of exhibitions focus on New Media Art, was a winning proposal.
 - ii. Prof. Patricia Sifuentes Cazorla is the project lead.
 - iii. Chair Santana will reach out to Prof. Sifuentes Cazorla to inform her of the STF Committee’s wishes to use her proposal as a model.
 - b. Language involving non-duplication guidance approved and added to the memo.
 - c. Call for proposals: to be released in the coming days.
 - d. Deadlines and process (agreed):
 - i. Abstracts due: Tuesday, January 27, 2026
 - ii. Committee review meeting: Tuesday, February 3, 2026 (feedback to applicants immediately after)
 - iii. Full proposal due: Tuesday, February 17, 2026 Provost supports adding a word limit to the narrative; detailed materials may be placed in an appendix/addendum.
- VI. Announcements / Administrative Notes
 - a. AVP Martich: FY 2025–2026 STF Plan was accepted by CUNY Central; follow-up questions were received from Central.
 - b. Chair to circulate STFSP memo once final language is confirmed.

VII. Action Items

- a. Chair: Send reminder to project leads re: 2024–2025 End-of-Cycle reports; highlight OTPS requisition timing and personnel spend expectations per Provost’s guidance.
- b. Chair + IT (De La Rosa): Release STFSP call; implement abstract/full-proposal timeline; include word limits and appendix guidance.
- c. Chair: Incorporate non-duplication language in STFSP memo before distribution.
- d. Chair: Update the application with the current year and word limits.

Meeting adjourned at 3:43 p.m.