

**Bronx Community College
City University of New York
Student Technology Fee Committee MINUTES
Tuesday, November 4, 2025**

Present: Nova Pastor, Ulises Alvarez, Professor Pedro Lopez, Professor James Watson, and Nelson Santana. **Excused/Not present:** Provost and Vice President Luis Montenegro, AVP Luchy Martich, and SGA Vice President David Murch.

- I. Meeting called to order at 3:06 p.m.
- II. Welcome
- III. Special Projects — Call for Proposals (AY 2026–2027)
 - a. The chair presented a **draft memorandum** for the STF Special Projects (STFSP) call, adapted from prior years and moved **earlier in the cycle** (targeting November circulation). No objections were raised.
 - b. Rationale and timing: issuing the call now and selecting winners in early spring helps ensure **student leads will still be enrolled in Fall 2026**, when projects launch.
 - c. Reminder: This year’s STF funds are **not** being used for a new Special Projects round; instead, the committee will prepare the **2026–2027** cycle and include STFSP in that plan.
 - d. **Action:** Chair will finalize the memo and prepare it for campus distribution pending administrative alignment.
- IV. Student Technology Fee Plan Development (AY 2026–2027)
 - a. The chair will circulate **expanded project descriptions** (longer narrative with clearer outcomes/assessment) and aims to share a **first draft of the full plan** for discussion at the **November 18** meeting.
- V. Budget/Target Context (Informational)
 - a. A student member asked whether **unused funds carry over**. The chair will consult with administration and report back.

- VI. Website / Repository
 - a. The agenda included updates for the **STF website** and **SharePoint repository** for document sharing; members acknowledged these as ongoing housekeeping items this cycle.

- VII. Reports — End-of-Cycle (AY 2024–2025)
 - a. The committee noted additional **End-of-Cycle (EOC)** submissions were received and are currently under review. For this meeting, the chair recorded receipt of reports for **Projects 4, 7, 10, and 13**.

- IX. New Business / Member Q&A
 - a. Members discussed timing for approvals, the path to finalize the STFSP memo, and aligning the **plan draft** schedule with the **Nov 18** meeting.

- X. Next Steps & Actions
 - a. **Chair:** Update year on STFSP memo and share for distribution.
 - b. **Chair:** Circulate **draft 2026–2027 STF Plan** (with expanded project narratives) ahead of **Nov 18**.
 - c. **Chair/Admin:** Confirm guidance on **carry-over** handling of any unused funds and report back to the committee.

Meeting adjourned at approximately 4:00 p.m.