

STEP Charter

Revised 4/26/2010

Preamble

In an effort to bring the University of Louisiana at Lafayette to the forefront of technology and to provide a system that ensures the University of Louisiana at Lafayette remains at that forefront for future generations of students, the Student Government Association, on behalf of the Student Body of the University of Louisiana at Lafayette, does establish the Charter of the Student Technology Enhancement Program (STEP). This Charter shall replace all previous Guidelines, By-laws, or policies governing the Student Technology Enhancement Program as defined in and limited by Act 1450 of the 1997 Regular Session of the Louisiana Legislature (L.R.S. 17:3351.1).

Article 1

Section 1 – Statement of Purpose

The purpose of the Student Technology Enhancement Program shall be to encourage the development of new ideas for submission in the form of STEP proposals, approve the funding for STEP proposals, oversee the implementation of accepted proposals, and ensure the right and proper usage of all funds for the life of the project in accordance with the approved proposal.

Section 2 – Student Technology Fee Dedication

The Student Technology Fee shall be dedicated to the acquisition, installation, maintenance, and efficient use of state-of-the-art technology solely for the purpose of supporting and improving student life and learning, and to better prepare its students for the workplaces of the twenty-first century.

Section 3– Student Technology Fee Assessment

The Student Technology Enhancement Program fee shall be assessed to each student at a rate of \$5.00 per credit hour per semester or interim session, and shall not exceed \$100 per semester or interim session.

Article 2

Section 1 - All powers of approval of funds of the Student Technology Enhancement Program shall be vested in the Student Technology Enhancement Program Council.

Section 2 – The Student Technology Enhancement Program Council shall be composed of the University Chief Information Officer, SGA Vice President, all SGA College Presidents, the University Provost or his/her designee, the University Vice President of Student Affairs or his/her designee, and the Director of Disability Services or his/her designee. In the absence of a college president, that president may send a senator from his/her college for that college's representation.

Section 3 - The term of the members of the Student Technology Enhancement Program Council shall be one (1) year concurrent with the term of the SGA President.

Section 4 - The Student Technology Enhancement Program Council shall have the power to fund, reject, and/or amend any proposal submitted for review by the Student Technology Enhancement Program.

Section 5 - The Student Technology Enhancement Program Council shall be responsible for creating and overseeing the proposal process.

Section 6 – The Student Technology Enhancement Program Council shall maintain by-laws.

Section 7 – The Student Technology Enhancement Program Council shall identify STEP initiatives and update them at least annually.

Section 8 – The Student Technology Enhancement Program Council shall give funding priority to proposals that are in accord with STEP initiatives.

Section 9 - The Student Technology Enhancement Program Council shall correspond on all matters with the submitters of proposals.

Section 10 – The Student Technology Enhancement Program Council shall adhere to the proposal process.

Section 11 – Proposals shall first be reviewed by the Student Technology Enhancement Program Council.

Article 3

Section 1 – The Technical Advisory Commission shall be established for the purpose of reviewing proposals for technical feasibility before funding.

Section 2 – The Technical Advisory Commission shall be composed of the Chief Information Officer, three administrative appointees by the President of the University, and two administrative appointees by the Chief Information Officer. The C.I.O. shall chair the Technical Advisory Commission.

Section 3 - The term of the members of the Technical Advisory Commission shall be one (1) year concurrent with the term of the SGA President.

Section 4 – The Technical Advisory Commission shall review proposals for technical feasibility. All recommendations of the Technical Advisory Commission shall be submitted in writing to the Student Technology Enhancement Program Council.

Section 5 - The Technical Advisory Commission shall maintain by-laws.

Section 6 – The Technical Advisory Commission shall adhere to the proposal process.

Article 4

Section 1 – The STEP Charter shall govern over all facets of the Student Technology Enhancement Program, except in any instance in which this STEP Charter contradicts the Louisiana State Legislature, the Louisiana Board of Regents, the University of Louisiana System Board of Supervisors, and the University of Louisiana at Lafayette.

Section 2 – Statement of Policy

Any part or parts of this Charter may be amended by a simple majority vote of the Student Government Association Senate except for Article 1, Section 3 above which requires a vote of 2/3's of the SGA Senate and a majority of the Board of Supervisors of the University of Louisiana System.