



Office of Information Technology

Library St. #302 | 4100 Northeast Dr. | Monroe, LA 71209  
318-342-5015

To: President Carrie Castille  
Date: January 15, 2026  
Subject: STAP Committee FY26 Budget Approval

Attached you will find the Jan. 15, 2026 meeting minutes and adjusted budget details for the STAP FY26 funds. The main purpose of this session was to review and adjust the working financial budget for the STAP FY26 budget accounts. Below are the primary topics as part of budget recommendations:

- 1) This budget primarily remained similar to the FY25 allocations. We discussed the prior \$85K adjustment aid for the General Fund and that we have already relieved \$19240 due to renewal reductions.
- 2) Slight adjustments to accommodate hourly payroll increases and printing consumable reductions.
- 3) Continue a \$200K allocation for the completion of replacing the Windows 10 EOL desktops in student labs, classrooms, and study rooms.

Please review these details and if found acceptable, then approve by signing the minutes and budget documents for official adoption. Then, we will send that to the Budget Office for implementation into Banner Finance.

Yours truly,

Chance Eppinette, STAP Committee Chair

cc: Dr. Michelle McEacharn, Provost & VP AA  
Dr. Bill Graves, VP BA  
Hannah Habisreitingner, SGA President  
Kathy Scott, Administrative Assistant

**#TAKEFLIGHT**



STAP Minutes

*Carrie J. Castille*  
2/2/26

Date 01/15/2026 Start Time 11:03 AM Adjournment Time 11:53 PM Location ULIB 420/Teams  
Type of Meeting  Regular  Special

CHAIR	Chance Eppinette
SECRETARY	Greg Andrews
ATTENDEES	Chance Eppinette, Greg Andrews, Dr. Michael Camille, Keisha Chambless, Elizabeth Moon, Gabrielle Thomas, Hailey Poydras, Kelly Lohman; (via Teams) Hannah Habisreitinger, Arielle Magee
ABSENT (EXCUSED)	Shae Hicks, Kathryn Kamlade

Agenda

<b>GENERAL ANNOUNCEMENTS</b>		
Made introductions.		
<b>DISCUSSION TOPICS</b>		
Item #1: Review end of year expenses and rollover of the FY25 budget. The rollover was \$129K & Fall revenues were \$486K; Spring revenue so far are \$328K for the overall FY26 budget.		
Item #2: Chance went over entire STAP budget and explained each entry and what each amount was for including funding and expenses as well as rollover dollars. He discussed the future 2026 expenses as well as moving \$85K back into the regular maintenance budget. This portion has already been released by \$19240 in the Maintenance/Operating Services category. Discussion for a \$200,000 PC order for replacing STAP systems with Windows 10 EOL. 108 PC need to be replaced ASAP and the rest would be used as needed across campus in STAP labs and for student use. In plans for FY27, IT will consult with Administration to further release the original \$85K by \$65760. Then funds may be available to consider offering STAP Grant opportunities in FY27.		
Item #3: General ideas regarding future of SUB, University Suites/Starbucks suite, Library VR Lab w/ Meta Grant. Possible late Spring 2026 meeting and then adjourn.		
<b>CONCLUSIONS</b>		
Vote #1: Reviewed & Accepted prior minutes / Motion: E.Moon / Second: G.Thomas / Yes=all No=none / Motion approved		
Vote #2: Accept FY26 budget. / Motion: G.Thomas / Second: E.Moon / Yes=all No=none / Motion is approved		
Vote #3: Motion to adjourn / Motion: K.Lohman / Second: Hailey Poydras / Yes=all No=none / Motion is approved		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Present budget and recommendations to ULM Administration	Chance Eppinette	01/16/2026

*Chance W. Eppinette* 1-15-2026

Approved by committee/council chair  Yes on 01/15/2026

## Student Technology Assessment Plan Committee 2025-2026

Date: 01/15/2026

Member	Title/Department	Area Represented	email	STAP Role	Signature / Meeting Status
Kathryn Kamlade	Student	College of AES	kamladek@warhawks.ultm.edu	UnderGrad	<u>Teams</u>
Hannah Habisreitingger	SGA (President)	College of AES	habisreitingger@warhawks.ultm.edu	Co-Chair	<u>Shayla Skous</u>
Gabrielle Thomas	Student	College of PY	thomasgn@warhawks.ultm.edu	Professional	<u>Elizabeth Moon</u>
Elizabeth Moon	Student	College of SB	moonea@warhawks.ultm.edu	UnderGrad	<u>Teams</u>
Arielle Magee	Student	College of HS	mageeaa@warhawks.ultm.edu	UnderGrad	<u>Hailey Poydras</u>
Hailey Poydras	Student	College of AES	poydrasha@warhawks.ultm.edu	UnderGrad	
Shae Hicks	Student	College of GR	hicksss@warhawks.ultm.edu	Graduate	
Kelly Lohman	Student	College of SB	lohmankn@warhawks.ultm.edu	UnderGrad	<del>Teams</del> <u>Nelly Johnson</u>
Mr. Chance Eppinette	IT Director	IT / VPBA	eppinette@ultm.edu	Chair	<u>Chance Eppinette</u>
Mr. Greg Andrews	Technology Support Manager	IT / VPBA	gandrews@ultm.edu	IT Ex-Officio	<u>Greg Andrews</u>
Dr. Michael Camille	Prof. - School of Sciences	Academics	camille@ultm.edu	Faculty Associate	<u>Michael Camille</u>
Mrs. Keisha Chambless	Controller	Controller's Office	nwalker@ultm.edu	Controller	<u>Keisha Chambless</u>

**STAP Itemized Expenses for July 1, 2024 - June 30, 2025**

Fiscal Year 24/25  
Budget

Expenses  
as of  
09/25/2024

Current Fund  
Balances

<b>5-26210 Infrastructure</b>						
Network Wiring	703000 Operating Services	\$ -	\$ -	\$ 138	\$ (138)	
Network Hardware, Servers	707000 Capital Outlay	\$ 67,000	\$ 65,730	\$ 1,270	\$ 1,270	
Electronic Access Systems	707000 Capital Outlay	\$ 37,000	\$ 30,065	\$ 6,935	\$ 6,935	
LONI charges (Internet)	703000 Operating Services	\$ -	\$ -	\$ -	\$ -	
		<u>\$ 104,000</u>	<u>\$ 95,933</u>	<u>\$ 8,067</u>	<u>\$ 8,067</u>	

<b>5-26220 Maintenance/Supplies</b>					
Maintenance Contracts	703000 Operating Services	\$ 406,159	\$ 637,959	\$ (231,800)	\$ (231,800)
Absorbing \$140K from General Fund		\$ 140,000	\$ -	\$ -	\$ -
\$85K budget offset (awaiting approval)		\$ 85,000	\$ -	\$ -	\$ -
Smart Classrooms	704000 Supplies	\$ 7,000	\$ 3,673	\$ 3,327	\$ 3,327
Tech Service Maintenance	703000 Operating Services	\$ -	\$ -	\$ -	\$ -
		<u>\$ 638,159</u>	<u>\$ 641,632</u>	<u>\$ (3,473)</u>	<u>\$ (3,473)</u>

<b>5-26230 Operating Costs/Supplies/Payroll</b>					
GA Payroll	601170 Graduate Assistants	\$ 12,000	\$ 12,200	\$ (200)	\$ (200)
03 Payroll	601230 Student Labor 03	\$ 50,000	\$ 52,066	\$ (2,066)	\$ (2,066)
Paper/Printer/Other Supplies	704000 Supplies	\$ 35,000	\$ 12,627	\$ 22,373	\$ 22,373
		<u>\$ 97,000</u>	<u>\$ 76,893</u>	<u>\$ 20,107</u>	<u>\$ 20,107</u>

<b>5-26240 Lab upgrades/Projects</b>					
Lab Equipment Replacement	707000 Capital Outlay	\$ 193,000	\$ 177,804	\$ 15,196	\$ 15,196
Smart Classroom Upgrades	707000 Capital Outlay	\$ 77,000	\$ 16,164	\$ 60,836	\$ 60,836
STAP Grant Projects / Admin Budget Offset		\$ -	\$ -	\$ -	\$ -
Print Kiosk for Biedenham		\$ 8,000	\$ -	\$ 8,000	\$ 8,000
		<u>\$ 278,000</u>	<u>\$ 193,968</u>	<u>\$ 84,032</u>	<u>\$ 84,032</u>
<b>Total Expended</b>		<u>\$ 1,117,159</u>	<u>\$ 1,008,426</u>	<u>\$ 108,733</u>	<u>\$ 108,733</u>

Rollover from FY24 (per Keisha Chambliss)	\$ 189,296
Revenue - Summer/Fall 2024	\$ 488,071
Revenue - Spring/Summer 2025	\$ 453,393

Expenditures	\$ (1,008,426)
Encumbrances	\$ -
Overall STAP EOY Fund Balance	<u>\$ 122,335</u>

Prepared: 09-24-2025  
Chance Eppinette

*Carrie J. Costello*

# Tracking of Renewal Items

	Comments	FY25 Year	Tentative w/ 5% Increase	Confirmed Order Match
<b>Hardware/Network Support</b>				
LONI Internet Service		\$36,325.50	\$38,141.78	\$34,654.50
Checkpoint Firewall		\$37,619.68	\$39,500.66	\$15,557.51
Checkpoint Email Protection (new)				\$9,409.31
Oracle/Sun Support - T7		\$27,522.18	\$28,898.29	\$16,458.26
Oracle/Sun Support - T5		\$1,760.40	\$1,848.42	\$1,760.40
<b>Xirrus WiFi (EOL - Not Renewing)</b>		<b>\$8,500.00</b>	<b>\$8,925.00</b>	
Juniper Networks Support		\$29,900.00	\$31,395.00	\$50,000.00
		\$141,627.76	\$148,709.15	\$127,839.98
<b>Software Licensing</b>				
Banner Self-Serve		\$140,000.00	\$147,000.00	\$140,000.00
OneLogin		\$42,583.15	\$44,712.31	\$46,590.62
Kaltura		\$71,888.09	\$75,482.49	\$75,482.43
Adobe Creative Cloud (MassComm & Art)		\$17,223.50	\$18,084.68	\$17,222.10
MS A5 Licensing		\$65,000.00	\$68,250.00	\$65,000.00
<b>Turnitin (Not Renewing)</b>		<b>\$43,379.00</b>	<b>\$45,547.95</b>	
CopyLeaks (replacing Turnitin)		\$15,890.00	\$16,684.50	\$22,733.35
Respondus LockDown & Monitor (+increase)		\$2,491.50	\$2,616.08	\$25,540.00
Camtasia		\$4,958.00	\$5,205.90	\$2,880.75
<b>SAS ** (no longer needed on STAP)</b>		<b>\$9,364.50</b>	<b>\$9,832.73</b>	<b>\$9,349.44</b>
<b>SPSS **</b>		<b>\$412,777.74</b>	<b>\$433,416.63</b>	<b>\$404,798.69</b>
<b>Software Support</b>				
PDQ Deploy		\$5,355.00	\$5,622.75	\$5,355.00
PDQ SmartDeploy		\$20,000.00	\$21,000.00	\$20,625.00
Polleverywhere		\$5,500.00	\$5,775.00	\$5,500.00
Oracle/IM/LDAP support		\$11,500.00	\$12,075.00	\$11,500.00
Oracle/ MySQL Support		\$600.00	\$630.00	\$600.00
Vmware		\$10,912.51	\$11,458.13	\$17,368.00
Veritas NetBackup		\$6,210.00	\$6,520.50	\$12,999.65
AxisTV		\$3,580.98	\$3,760.03	\$6,210.00
OCLC - EzProxy (Library)		\$2,040.00	\$2,142.00	\$3,733.17
<b>GEOS Software **</b>		<b>\$65,698.49</b>	<b>\$68,983.41</b>	<b>\$2,190.00</b>
				\$86,080.82
<b>Total Renewals</b>		<b>\$620,103.99</b>	<b>\$651,109.18</b>	<b>\$618,719.49</b>

*Carrie J. Costello*

**UNIVERSITY OF LOUISIANA AT MONROE**  
**Proposed Annual Budget**  
**2025-2026 Student Technology Access Plan**

**Projected Funding:**

	Projected	to Date	Modified: 01-15-2026
Estimated/Adjusted FY24-25 Balance Rollover	\$122,335	\$129,345	Chance Eppinette
Summer 2 / Fall Revenue	\$486,899	\$486,899	
(Estimated) Spring/Sum 1 Revenue	\$480,000	\$328,621	

**Projected Total Funding** **\$1,089,234**

**\$944,865**

**Proposed Budget Breakdown:**

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<b>Infrastructure (5INFRA)</b>		
Network extension wiring		\$12,000
Network extension WIFI, switches, servers		\$67,000
Electronic Access Systems		\$25,000
<b>SubTotal Infrastructure</b>		<b>\$104,000</b>

<b>Maintenance (5MAINT)</b>		
Renewals ***		<b>\$618,719</b>
Smart Classroom Maintenance, Bulbs, etc		\$5,000
<b>SubTotal Maintenance</b>		<b>\$623,719</b>

<b>Operations - Lab Support (5OPCST)</b>		
Grad Asssts		\$15,000
Student Lab Workers		\$54,000
Paper/Toner Supplies/Printer Kits		\$20,000
<b>Subtotal Operations-Lab Support</b>		<b>\$89,000</b>

**Lab and Project Development (5LABDV)**  
*STAP Grant Projects*

Lab PC Equipment Replacements - Win10 EOL	\$200,000
Smart Classroom Upgrades	\$68,000
Grant Proposals or Other	\$0

<b>Subtotal Lab &amp; Projects</b>	<b>\$268,000</b>
<b>Total Proposed</b>	<b><u>\$1,084,719</u></b>