Meeting Minutes
November 19, 2009

Agenda:
1. 2010-2011 CAC Call for Proposals (Davis)
2. Guidelines for Appropriate Expenditure of Income from the Student Computer Fee (Gulden)
3. Tentative Evaluation Schedule (Davis)
4. FY10 Computer Fee Income Summary (Sherer)
5. FY10 Operating Summary (Swanson)
6. ITS Report (Twetten)
7. Old Business
8. New Business

Members Present: Jim Davis (Interim Chair), Larry Booth (Vet Med), Cameron Campbell (Design), Dean Feasenhiser (Vet Med), Fred Gulden (Library), Chad Harms (LAS), Erich Hodges (ALS), Brian Tucker Jones (LAS), Ladon Jones (Eng), Ivon Katz (LAS), Mervyn Marasinghe (LAS), Gaylan Scofield (ALS), Tony Townsend (Bus), Jim Twetten (ITS), Sly Upah (for Denise Schmidt, HS) Kevin Wickham (Eng), Brandon Wlosinski (Design),

Ex-Official Members Present: Ying Cai (Comp Sci), Jonathan Salvador (ITS), Allan Schmidt (CELT), Lynette Sherer (ITS), Brett Swanson (ITS),

Meeting called to order at 5:12 PM

Minutes of previous meeting approved

1. Call for Proposals

Jim Davis highlighted proposed changes and opened the floor for discussion.
   a. Larry Booth proposed changing (in Section 2, “Project Overview and Expected Benefit”) the opening paragraph to “Describe the project in general terms, addressing the following points. Please limit your description to two pages.”
   b. The call was approved and the change was endorsed.

2. Allowable Use Document

Davis noted that proposed changes were made in red. After much discussion regarding moving infrastructure support (furniture and wiring) to an approved cost, it was moved, seconded and approved that the following wording, “Wiring required for operation of equipment purchased with CAC funds” would be included under supportable expenditures.

3. Tentative Evaluation Schedule

Davis distributed the tentative evaluation schedule.
4. See “2009-2010 Computer Fee Income Summary” handout

5. See “FY10 Distribution Calculations” handout

6. See “FY10 – Income and Distributions” handout

7. FY10 Operating Summary – Swanson

8. See “Central Fee Pool - FY10” handout and “FY10 Project Initiatives” handouts

   There were questions regarding the balance in the Initiatives as well as Central Pool. This discussion included comments about the large contingency in the Central Pool budget. Lynette Sherer and Brent Swanson will come prepared at the next meeting with balance information and Central Pool allocations for further discussion.

9. ITS Report – Twetten

   Twetten mentioned the transition from WebMail to CyMail at the last time meeting; we now have about 10,000 students migrated. If you haven’t migrated yet, you’ll start seeing notices when you login to WebMail letting you know about CyMail. There are still 15,000 people on WebMail that need to migrate.

   The residence hall wireless project is actually a little bit ahead of schedule. We hope to have all the residence halls upgrades to 802.11n by next summer. As the new routers go in, the phones are coming out; that’s now going to become a subscription service.

   Twetten mentioned the ComETS group. ComETS an acronym for Community of Educational Technology Support. The purpose of this group is to try and get people together and talk about educational technology issues across campus. ComETS is beginning a needs assessment and this group may start hearing about this.

10. New Business

    Sherer noted CAC received a request from Vet Med. In Spring of 2006, they purchased with CAC funds external hard drives to serve as backup devices. The students are graduating this Spring, and they would like to be able to keep that external hard drive. Those drives have been valued currently at $10 each. The document for disposal is on the projector. There was a motion to allow the students to purchase the hard drives and it was approved.

11. Meeting adjourned at 6:22 PM