Meeting Minutes  
August 24, 2010

Agenda:
1. Call meeting to order  
2. Approvals  
   a. Agenda  
   b. Minutes from April 22, 2010, meeting  
   c. FY11 CAC Calendar  
3. Report  
   a. Information Technology Services  
4. Old Business  
   a. Special Fall 2010 call for proposals  
   b. Reporting Guidelines (unit and CAC initiatives)  
5. New Business  
   a. CAC Orientation  
   b. FY10 CAC unit balances  
   c. FY11 Central Pool budget  
5. Good of the Order  
6. Adjourn

Members Present: Eliot Winer (Chair), Larry Booth (Vet Med), Cameron Campbell (Design), Dennis Culver (HS), Larry Genalo (Eng), David Gregory (Library), Erich Hodges (CALS), Mervyn Marasinghe (LAS), James Parrott (GSB), Denise Schmidt (HS), Gaylan Scofield (CALS), Jim Twetten (ITS), Brandon Wlosinski (Design).

Ex-Officio Members Present: Ying Cai (Comp Sci), Jim Davis (CIO), Allan Schmidt (CELT), Lynette Sherer (Administrative Liaison).

1. Meeting called to order at 5:10 p.m.
   Eliot Winer welcomed the committee. There were introductions around the table.

2. Approvals  
   a. Agenda  
   Report from Fee Committee meeting was added under New Business. Agenda was approved.
   b. Minutes from April 22, 2010, meeting  
   Erich Hodges and Gaylan Scofield noted that “ALS” should be changed to “CALS” behind their names under Members Present. The corrected minutes were approved by James Parrott, seconded by Cameron Campbell, and the motion passed.
   c. FY11 CAC Calendar
Larry Genalo made a motion to approve the FY11 CAC calendar, Mervyn Marasinghe seconded, and the motion passed.

3. **ITS Report**
   Jim Twetten reported the following.
   a. Pre-imaged computers with licensed software are now available at TechCyte for faculty and staff. Pre-imaged computers for students will be available soon.
   b. New storage infrastructure enables sharing and easy access from anywhere, on or off campus. All storage is backed up. One goal is to support research data collection. It is highly available and replicated.
   c. Thin client technology has been implemented. A number of computers are being set up to act essentially as a dumb terminal with access to software and storage at any location. Units across campus are exploring installation of thin clients in labs and classrooms.
   d. A mobile project is underway for [m.iastate.edu](http://m.iastate.edu). ITS is working on contractual negotiations with Apple relative to applications for the university.
   e. All students, on- and off-campus, are now required to NetReg their computer which will include going through the computer inspector process.
   f. Classroom capture technology will be deployed soon with an announcement at that time.
   g. ThinkSpace is now fully deployed, and it started out as a CAC initiative. It is a problem solving system which can be used in the classroom toward critical team thinking.
   h. Iowa State University received a Department of Commerce broadband grant, US UCAN project, and the core idea is that it will build a new national research data network that will replace Internet2 and Lambda Rail. ISU is the co-owner of a regional fiber optic network and the new research network will run across the northern part of that network, BOREAS.

4. **Old Business**
   a. Special Fall 2010 call for proposals
      Due dates in the draft call were edited to allow more time for college/administrative review and ranking. The call will be further edited by the chair and routed for committee approval prior to distributing. Jim Twetten moved to approve, Larry Genalo seconded, and the motion passed.
   b. Reporting Guidelines (unit and CAC Initiatives)
      There was discussion as to further simplifying the transaction detail required in the unit reports. Discussion will continue at the September meeting with the goal of impacting the FY11 reports. Larry Genalo approved the current draft of the Reporting Guidelines and Yin Cai seconded.
5. **New Business**
   a. **CAC orientation**  
      Lynette Sherer described the process of receiving, calculating, and distributing income to the units. There was some discussion about moving to a real-time rather than projection model. The committee agreed to discuss this at a future meeting.
   b. **FY10 CAC unit balances**  
      Eliot Winer noted that units collectively have a significant carry forward balance and noted the expectation is that funds will be fully spent or committed each year. Depending on unit reports, this topic may be added to a future meeting agenda.
   c. **FY11 Central Pool budget**  
      Lynette Sherer presented a draft FY11 Central Pool budget. Because the data is not yet available for development of distribution percentages, the final draft of this budget will be ready for review and approval at the September meeting. This includes addressing the contingency portion of the budget.
   d. **Jim Davis noted that the Fee Committee meet Monday, August 23, and CAC requested no increase in computer fees.**

6. **Adjourn**  
   Erich Hodges moved to adjourn and Gaylan Scofield seconded. The meeting was adjourned at 7:25 p.m.

Lynette Sherer  
CAC Administrative Liaison