Meeting Minutes
September 21, 2010

Agenda:
   a) Call meeting to order
   b) Approvals
      a. Agenda
      b. Minutes from August 24, 2010, meeting
      c. FY11 CAC Calendar
      d. Financial reports
         i. FY11 Distribution of Computer Fee Income
         ii. FY11 Computer Fee Income
         iii. CAC Initiatives
   c) Report
      a. Information Technology Services
   d) Old Business
      a. Special Fall 2010 call for proposals
      b. FY11 Central Pool budget
      c. Unit reports and carry forward
   e) New Business
      a. Regular CAC Call for Proposals
      b. Guidelines for Appropriate Expenses

5. Good of the Order

6. Adjourn

Members Present: Eliot Winer (Chair), Cameron Campbell (Design), Dennis Culver (HS), Gregory Davis (Library), Larry Genalo (Eng), Arne Hallam (LAS), Erich Hodges (CALS), Mervyn Marasinghe (LAS), Olga Nikolova (GPSS), Gaylan Scofield (CALS), Tony Townsend (BUS), Jim Twetten (ITS), Brandon Wlosinski (Design) David Whaley (HS)

Ex-Officio Members Present: 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.

2. Approvals
   a. Agenda -
      Gaylan Scofield moved to approve the agenda, and Larry Genalo seconded. The committee voted to approve the agenda.
   b. Minutes from April 22, 2010, meeting -
Mervyn Marasinghe moved to approve the minutes, and Larry Genalo seconded. The committee voted to approve the minutes.

c. FY11 CAC Calendar -
Cameron Campbell moved to approve the revised FY11 CAC calendar, and Larry Genalo seconded. The committee voted to approve the calendar.

3. ITS Report
Jim Twetten reported the following statistics.

   a) The Solution Center normally handles about 2k contacts/week. At the beginning of this semester, they handled over 5k contacts/week.
   b) The Solution Center ran computer Inspector 21,137 times on 12,218 different machines, and 5,306 of which have passed so far.
   c) ITS moved students over to CyMail last year and on September 1, 2010, we turned off POP service (WebMail) with minimal problems.
   d) There are approximately 900,000 pieces of mail per day, a vast majority of it spam. ITS filters out most those emails with a Sophos rating of 98% or higher spam probability.
   e) With a record Fall 2010 enrollment of 28,682 students, ISUAS/Access Plus Student Systems were busy keeping track of tuition, fees, and financial aid. As of August 27, students were assessed tuition, fees,
   f) CyCash deposits for August were over $1 million, almost doubling the amount deposited in August 2009 ($518,000).
   g) Approximately 75% of class sections are utilizing WebCT. This counts each instructor who is using at least one function within this program. 90% of ISU students have a WebCT-using course this semester.

4. Old Business
   a. Special Fall 2010 call for proposals -
      The fall call was announced, and the due date for submitting to the administrative units is October 1. The chair asked that members be sure all units and faculty are aware of this.
   b. FY11 Central Pool budget -
      FY10 SCH data from Institutional Research is not yet available for development of the budget so this discussion was tabled.
   c. Unit reports and carry forward -
      The chair encouraged the committee to review unit reports and the narratives to see if there are other options relative to the use of carry forward funds.

5. New Business
   a. Regular CAC Call for Proposals -
      This topic was tabled for a future meeting.
   b. Guidelines for Appropriate Expenditures -
After significant discussion, Eliot Winer indicated he would prepare a draft based on comments for further deliberation.

c. **Adjourn**
   Jim Twetten moved to adjourn and Larry Genalo seconded. The meeting was adjourned.

Lynette Sherer
CAC Administrative Liaison