Meeting Minutes
October 19, 2010

Agenda:
1) Call meeting to order; seating of any substitutes
2) Approvals
   a. Agenda
   b. Minutes from September 21, 2010
   c. Financial reports (Sherer)
3) Old Business
   a. Appropriate Guidelines (Winer)
4) New Business
   a. Review proposals - Special Fall 2010 call (Winer)
5) Adjourn

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

Ex-Officio Members Present: Ying Cai (CPR 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.

2. Approvals
   a. Agenda -
      Arne Hallam moved to approve the agenda, and Gaylan Scofield seconded. The committee voted to approve the agenda.
   b. Minutes from September 21, 2010, meeting -
      Gaylan Scofield moved to approve the minutes, and Cameron Campbell seconded. The committee voted to approve the minutes.
   c. Financial Reports –
      Lynette Sherer noted that the financial data is not yet available. SCH information for last year is still being developed by Institutional Research. Eliot Winer noted that a proposal for a new distribution model will be brought forward in the future. The goal is for more transparency and real-time distribution.
3. **Old Business**

*Guidelines for Appropriate Expenditures* -
Eliot shared with the committee a draft of this document for committee review and opened the floor for discussion. After discussion, Eliot proposed final review by the committee and then feedback from units/colleges/student groups prior to consideration by the Provost. With committee input, Eliot will forward a new draft version of this document to the committee. It was noted that the revised guidelines are broader and there may need to be a complementary, oversight document that accompanies these guidelines. Eliot hopes that by January we have input and approval for an effective date of July 1 for the final document.

4. **New Business**

*Review Special Fall 2010 Proposals –*
Procedurally, Eliot proposed that the committee provide ratings to Lynette by October 28. These ratings will be compiled and returned to the committee on October 29 with the top finalists identified and invited, by November 2, to the November meeting to present. One hour will be set aside for all finalists to present and field questions.
Arne Hallam moved to approve the ratings rubric and Larry Genalo seconded.
Larry Genalo moved and Arne Hallam seconded a motion that no committee representatives that are listed as an investigator on any proposal can be involved in the review process. Motion passed.

5. **Adjourn**

Arne Hallam moved to adjourn and Larry Genalo seconded. The meeting was adjourned.

Lynette Sherer
CAC Administrative Liaison