Meeting Minutes
March 22, 2011

Agenda:

1) Call meeting to order; seating of any substitutes
2) Approvals
   a. Agenda
   b. Minutes from January 25, 2011
   c. Financial reports (Sherer)
3) New Business
   a. Regular Call for Proposals - review
4) Good of the Order
5) Adjourn

Members Present: Eliot Winer (Chair), Larry Booth (Vet Med), Cameron Campbell (Des), Dennis Culver (HS), Gregory Davis (Library), Larry Genalo (Eng), Jason Gillette (HS), Arne Hallam (LAS), Erich Hodges (CALS), Mervyn Marasinghe (LAS), Kris Michelson (Vet Met), Olga Nikolova (GPSS), Rebecca O’Connell (LAS), James Parrott (GSB), Gaylan Scofield (CALS), Tony Townsend (BUS), Jim Twetten (ITS), and Brandon Wlosinski (Design)

Ex-Officio Members Present: Lynette Sherer Administrative Liaison), Brent Swanson (ITS)

1. Meeting called to order at 5:10 p.m.
   Eliot Winer welcomed the committee, and he announced the Provost’s approval of the proposed guidelines for appropriate expenditures and reporting. Lynette Sherer will send a final copy to the members along with posting to the CAC website. The effective date for the Guidelines for Appropriate Expenditures is July 1, 2011, and the effective date for the Unit Reports is FY11.

2. Approvals
   a. Agenda -
      Gaylan Scofield moved to approve the agenda, and Larry Genalo seconded. The committee approved the agenda.
   b. Minutes from January 25, 2011, meeting -
      James Parrott moved to approve the minutes, and Rebecca O’Connell seconded. The committee approved the minutes.
   c. Financial Reports –
      Lynette Sherer presented the financial report. Larry Genalo moved to approve the report, and Arne Hallam seconded. The committee approved the financial report.
3. **New Business**

a. *Proposal review* –
The committee discussed ratings, rankings and content of the proposals submitted. Eliot Winer closed the discussion and asked that the committee carefully consider the proposed projects prior to the next meeting, April 12, at which time final recommendations will be developed. Lynette Sherer will again send out the spreadsheet and if any committee member would like to change his/her scores, please do that before April 12.

5. **Adjourn**
Larry Genalo moved to adjourn and Gaylan Scofield seconded. The meeting was adjourned.

Lynette Sherer
CAC Administrative Liaison