Meeting Minutes
April 12, 2011

Agenda:

1) Call meeting to order; seating of any substitutes
2) Approvals
   a. Agenda
   b. Minutes from March 22, 2011
   c. Financial reports
3) Old Business
   a. Spring 2011 Call for Proposals
4) New Business
   a. CAC staff support
   b. Proposal to automate income distribution through Accts Receivable
5) Good of the Order
6) 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), Joshua Schroetter (Eng), Tony Townsend (BUS), Jim Twetten (ITS), and Brandon Wlosinski (Design)

Ex-Officio Members Present: Jim Davis (CIO, Ex-Officio), Ying Cai (Comp Sci), Lynette Sherer (Administrative Liaison), Brent Swanson (ITS)

Visitor: Chris Van Oort (future GSB representative)

1. Meeting called to order by Eliot Winer, Chair

2. Approvals
   a. Agenda -
      Rebecca O'Donnell moved to approve the agenda, and Larry Genalo seconded. The committee approved the agenda.
   b. Minutes from March 22, 2011, meeting -
      Larry Genalo moved to approve the minutes, and Gaylan Scofield seconded. The committee approved the minutes.
   c. Financial Reports –
      Lynette Sherer presented the financial report. Lynette noted that this is the first month that unit balances are included, and there was some discussion about this information.
3. **Old Business**
   
a. *Proposal review* —
   The committee continued review of the ratings, rankings and content of the proposals submitted. After discussion, Cameron Campbell moved to recommend the top nine ranked proposals for funding. Tony Townsend seconded, and the committee approved (with one no vote and one abstaining). A recommendation will go forward to the Provost, and award letters will be sent out after that approval.

4. **New Business**
   
a. *CAC Staff Support* —
   Jim Davis noted that ITS is requesting consideration for staff funding in lieu of graduate student support. Until this year, CAC supported a student to assist with administrative functions and ITS is asking if a similar level of funding could be assigned to offset ITS staff in support of CAC activities. Larry Genalo moved that CAC would fund ITS staff support out of the Central Pool, and Arne Hallam seconded. Motion passed.

   b. *Proposal to automate income distribution through Accounts Receivable* 
   Eliot noted that this is not a change in philosophy but instead a more efficient approach to distributing the income. Arne Hallam moved Student Technology Fee income would be distributed through Accounts Receivable based on the current philosophy, and Jim Twetten seconded. Motion passed.

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

Lynette Sherer
CAC Administrative Liaison