Meeting Minutes
April 26, 2011

Agenda

1) Call meeting to order; seating of any substitutes
2) Approvals
   a. Agenda
   b. Minutes from April 12, 2011
3) Reports
   a. ITS; Library
4) Old Business
   a. Review of proposal process
   b. Student laptop funding from Central Pool (after FY12)
5) New Business
   a. Topics for next year
   b. FY12 calendar
6) Good of the Order
7) Adjourn

Members Present: Eliot Winer (Chair), 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 Michalson (Vet Med), Rebecca O’Connell (LAS), Gaylan Scofield (CALS), Jim Twetten (ITS), Chris Van Oort (GSB)

Ex-Officio Members Present: Jim Davis (CIO, Ex-Officio), Ying Cai (Comp Sci), Allan Schmidt (CELT), Brent Swanson (ITS)

1. Meeting called to order by Eliot Winer, Chair

2. Approvals
   a. Agenda-
      Motion to approve agenda. Committee approved the agenda.
   b. Minutes from April 12, 2011, meeting -
      Motion to approve minutes. Committee approved the minutes.

3. Reports
a. **ITS; Library**

Jim Twetten presented information on ITS. There was a discussion on wireless access points on campus and where they are being placed. The Solution Center is transitioning to a new peer-to-peer support model. Arne Hallam noted he has received positive feedback in his area on the changes. Student and faculty/staff technology survey was done. Results can be found at comets.iastate.edu.

Gregory Davis presented information on the Library. He informed the committee that usage of the library continues to trend up even though checkouts are done. There were 1.8 million visitors. ITS has installed wireless access points. Kris Michalson asked about plans to put in outlets for laptops and there was some discussion about that.

4. **Old Business**

a. **Review of Proposal Process**

The committee had several suggestions on improving the process: should be more cost sharing for a sense of buy-in, more vetting by colleges, have a good sample proposal, need a bigger statistical difference – instead of a scale from 1 to 5 possibly 1 to 10, give members 20 points and have them ‘spend’ on the proposals. In the fall the committee should have a more detailed process for reports and carry forward balances as well as sustainability – i.e. computer labs.

b. **Student laptop funding from Central Pool (after FY12)**

It was determined the committee should look at the budget for this in the fall. Jim Twetten noted that the laptop checkout program is not trending down even though the majority of students now have their own laptops.

5. **New Business**

a. **Topics for next year**

b. **FY12 calendar**

Eliot Winer requested to combine the topics. Eliot mentioned the need to look at the review criteria for proposals at the Oct. 20th meeting and the student laptop funding as well. There was some discussion on reviewing the allocation distribution formula sometime in the fall. A request was brought up to add another meeting in March or April.

6. **Adjourn**

A motion was made to adjourn and seconded. The meeting was adjourned.

Brent Swanson
IT Services