Meeting Minutes
April 12, 2012

Agenda

1) Call meeting to order; seating of any substitutes
   a. Mike Wilson substituting for Jim Twetten (ITS)
2) Report
   a. Elena Cotos, “The Research Writing Tutor (RWT) Program”
3) Old Business
   a. Review of Spring 2012 Call for Proposals
4) New Business
5) Good of the Order
6) Adjourn

Members Present: Eliot Winer, Chair (ENG), Larry Booth (Vet Med), Paul Bruski (DES), Gregory Davis (Library), Peter Effertz (LAS), Larry Genalo (Eng), Jason Gillette (HS), Arne Hallam (LAS), Erich Hodges (CALS), Mervyn Marasinghe (LAS), Kris Michalson (Vet Met), Olga Nikolova (GPSS), Valentina Salotti (BUS), Joshua Schroetter (ENG), Gaylan Scofield (CALS), Ekaterina Sinitskaya (LAS), Elizabeth (Kate) Stafford (HS), Mike Wilson (for Jim Twetten, ITS), Chris Van Oort (GSB)

Ex-Officio Members Present: Lynette Sherer (CAC Administrative Liaison), Allan Schmidt (CELT), Brent Swanson (ITS), Wengsheng Zhang (CompSci)

1. Meeting called to order
   Eliot Winer called the meeting to order and recognized Mike Wilson as substitute for Jim Twetten (ITS)

2. Report
   Elena Cotos presented a progress report on “The Research Writing Tutor (RWT) Program.”

3. Old Business
   The committee continued discussion and review of spring proposals. The following proposals were called out as needing more information (via a presentation or email).
   a. Arne Hallam moved to invite Steve Moats and Alan Vetter to the next meeting to talk about use and sustainability of their program and proposal. In addition, a match is required for further consideration. Erich Hodges seconded and motion passed unanimously. Lynette will invite both to present further information at the April 19 meeting.
   b. Denise Crawford will be invited to next meeting to address issue of requesting Steelcase furniture which is more expensive. This proposal will be further discussed after that. Lynette will invite Denise to present at the April 19 meeting.
c. Peter Effertz moved to consider the Department of Residence proposal if they cost share 50% (with no change in scope of work). Eliot Winer seconded. Motion passed. Lynette will communicate this requirement to the Department of Residence and secure a response.

d. Chris Van Oort moved that the “Laboratory for Video Game and Interactive Multimedia Courses” should address sustainability along with funding being dependent on this being an open facility. Kris Michalson seconded; motion passed. Lynette will request further information from Carl Chang in time for the April 19 meeting.

The proposals included in the “middle” of the rubric are still under consideration.

4. New Business
   None

4. Good of the Order
   None

5. Adjourn
   Arne Hallam moved to adjourn. Larry Genalo seconded; motion passed.

Lynette Sherer
CAC Administrative Liaison