Meeting Minutes
November 15, 2012

Agenda

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, November 15, 2012
3) Financial Report
4) Old Business
   a. Paper subsidy
   b. Regular CAC Call for Proposals Spring 2013 (wording, timeline and distribution)
5) New Business
6) Good of the order
7) Adjourn

Members Present: Eliot Winer, Chair, Alex Braidwood (for Paul Bruski; DES), Gregory Davis (LIB), Arne Hallam (LAS), Steve Harm (GSB), Erich Hodges (CALS), LaDon Jones (ENG), Young-A Lee (HS), Mervyn Marasinghe (LAS), Alejandro Ramirez (Vet Med), Valentina Salotti (BUS), Gaylan Scofield (CALS), Ekaterina Sinitskaya (LAS), Jim Twetten (ITS), Bryce Williams (BUS)

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

1. Meeting called to order by Elliot Winer
   a. Alex Braidwood was seated as substitute for Paul Bruski, faculty representative from the College of Design.

2. Approvals
   a. Agenda – Arne Hallam moved to approve the agenda. Gaylan Scofield seconded. Committee voted, and the motion passed.
   b. Minutes from October 18, meeting –
      As amended, Alejandro Bryce Williams moved to approve the meeting minutes for October 18, 2012. Arne Hallam seconded. Motion passed.

3. Financial Report
   a. Financial report – Lynette noted that income associated with fall enrollment had been distributed as well as 80% of the SCH-related income. The remaining SCH-related income would be distributed with final data from Institutional Research.

4. Old Business
   a. Paper Subsidy
      Brent Swanson provided information regarding existing procedures for printing and the associated costs. There was discussion as to incentives to shift away from printing due to cost. The committee
agreed this topic warrants further investigation along with determining where the heaviest hit classes are relative to printing. It was agreed to table this discussion.

b. Regular CAC Call for Proposals Spring 2013
   After identifying and establishing changes, Arne Hallam moved to adopt the revised document; Erich Hodges seconded. Motion passed.

5. New Business
   None.

6. Good of the Order
   None.

7. Adjourn
   Jim Twetten moved to adjourn. Alejandro Ramirez seconded. Motion passed, and the meeting was adjourned.

Lynette Sherer
IT Services