Meeting Minutes  
March 28, 2013

Agenda

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, January 17, 2013
3) Financial Report
4) Old Business
5) New Business
   a. ENG unusual expense request
   b. Review Spring 2013 proposals
   c. Wrap up/on the record – for next year’s call
6) Good of the order
7) Adjourn

Members Present:  Arne Hallam, Chair Pro Tem, Daniel Dowd (LAS), Erich Hodges (CALS), LaDon Jones (ENG), Mervyn Marasinghe (LAS), Kris Michalson (Vet Med), Alejandro Ramirez (Vet Med), 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 Arne Hallam, Chair Pro Tem
   Arne noted that he is acting on behalf of Eliot for this meeting due to the agenda and a proposal under consideration where Eliot is a project investigator.

2. Approvals
   a. Agenda – Gaylan Scofield moved to approve the agenda. Erich Hodges seconded. Committee voted, and the motion passed to approve the agenda.
   b. Minutes from January 17, 2013 meeting –
      LaDon Jones moved to approve the meeting minutes for January 17, 2013. Kris Michalson seconded. Motion passed to approve the minutes as written.

3. Financial Report
   a. Financial report – Lynette Sherer provided an overview of the income distribution to date and noted that there is one remaining distribution for spring that will occur when data is received from Institutional Research.

4. Old Business
   None.

5. New Business
a. ENG unusual expense request – The committee acknowledged the purpose is greater than $25k per unit and this is why we have this request for consideration. Erich Hodges moved to approve and Paul Bruski seconded. Motion passed.
b. Review Spring 2013 Proposals – notes
   i. Jim Twetten will bring additional information to the next meeting as to ongoing support for Laptop Checkout.
   ii. Regarding the Design GIS proposal, Arne suggested for the future that because GIS moved administratively to Design that it would be appropriate that before GIS proposals come to CAC that they be considered by the Design CAC committee first. Paul Bruski will take that information back to the College and Mike Miller.
   iii. It was noted that CAC has not funded Athletics before and there were no matching funds.
   iv. Do we need to add matching criteria for funding future proposals and a required match? May be different for different types of proposals and units.
   v. A motion was made to approve the proposal from Design regarding iPads and the committee acknowledged that there should be strong consideration that data from non-design students in addition to students.
   vi. It was noted that proposals should verify general impact in the future.
   vii. Arne would like a note to go to Jim to talk to Angela or whomever does the card swipe to find out what we can do to assess impact and use. Arne would like to point to someone that can help gather the data.
   viii. Question as to digital access to Living Collections – Gaylan said he would like to make this available to people on campus so they don’t have to take their students out to Reiman.
   ix. Arne noted that the LAS proposal was not submitted to LASCAC and added that there are not available funds at the College level to support it. He added that the project does serve lots of students. He will let the proposers know the process for the future (submitting first to LASCAC).
   x. The virtual surgery proposal was discussed at length as to reduced funding, funding for one year only, matching funds, grant funds, etc. It was agreed that the first year would be funded with demonstrated need required for funding beyond that. Lynette will circulate proposed content for an email to the project investigator with committee comments prior to awarding.
   xi. Regarding the iPad proposal by the College of Design, it was proposed to award $20,000, ask them to buy the latest iPad, see how it works and come back in a year. Lynette will ask for a new budget before awarding. We also want data and sustainability information.
   xii. Motino was made and seconded on each proposal recommended for award. Lynette will prepare paperwork from Arne Hallam, Pro Tem Chair, to the Provost (via Jim Davis) asking for endorsement of the committee recommendation. Once received, awards will be issued, publicized and posted to the CAC website.
c. Wrap up/on the record, for next year’s call – Need to rethink the call for proposals and the process. More discussion at next month’s meeting.
6. **Good of the Order**
   
   a. Wireless – Jim Twetten revisited the wireless issue. He recapped that two years ago CAC provided support to fund wireless expansion and that this project is still going on. At that time, the students were surveyed as to top buildings to address. ITS received interesting data and it matched what ITS knew although it did provide some useful additional information. Now, the question is whether CAC feels it is important to again survey the students or move forward. The general will of the committee is that it would be useful and courteous to say to the students that we solicited their opinion. Jim said he would go ahead and get that ready and send out next week, and there is a possibility the data would be available at the April meeting.

7. **Adjourn**
   
   Gaylan Scofield moved to adjourn. Erich Hodges seconded. Motion passed, and the meeting was adjourned.

   Lynette Sherer
   IT Services
Appendix A

Unit Reports
Appendix B

Printing Subsidy