Computation Advisory Committee

Meeting Minutes

January 22, 2015

Agenda:

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, November 19, 2014
3) Financial Report
4) Old Business
   a. Residence Halls CAC Account/Papercut
   b. Papercut
5) New Business
   a. CHS Unusual Expense Request
   b. Techstarter
   c. Handouts from Eliot
6) Good of the order
7) Adjourn

Members Present: Eliot Winer (chair), Greg Davis (Staff-LIB), Divya Mistry (Student-GPSS), Jim Twetten (Staff-ITS), Kevin Scheibe (Faculty-Bus), Alejandro Ramirez (Faculty-VM), Mervyn Marasinghe (Faculty-LAS), Gaylan Scofield (Faculty-CALS), Jorge Blanco (Student-LAS), Drew Mogler (Student-CALS), Adam Abbott (Student-LAS), Jennifer Nieland (Staff-DES), Francisco Avila (Student-DES), Adam Eby (Student-VM), Changhyun Nam (Student-HS), Arne Hallam (Faculty-LAS)

Ex-Officio Members Present: Allan Schmidt (CELT), Brent Swanson (ITS)

1. Call meeting to order; seating of substitutes
   Eliot Winer called the meeting to order.

2. Approvals
   a. Agenda and minutes from last regular meeting, November 19th, 2014– Gaylan Scofield moved to approve the agenda; Jennifer Nieland seconded. Motion passed.

3. Financial Reports
   Brent reported that he has distributed money for the summer and fall semesters from the college pool back to the colleges as he has received SCH data. Brent pointed out that the colleges currently have a $6.6 million free balance. Eliot suggested that we may need to contact colleges to see if plans are in place to
spend down these balances. It was suggested by the committee that any
department with a balance over $700,000 be contacted which is AGLS,
Engineering, Human Sciences, and LAS. Brent will report back his findings at
the next meeting.

4. Old Business
   a. Brent reported that after consideration he would work with Residence Halls to try
      and spend down their balance that is in the CAC funds.
   b. Eliot brought up an email and response from Matt McGregor regarding Papercut.
      Matt stated that they can provide more information to students that go to print and
      a customizable script can be created. It was suggested that we try out a text
      something along the lines of, “Are you sure you wish to print? Printing this will
cost x amount of trees.” It was also suggested that we could test this message on
high activity printers and get metrics to see if this influenced activity. Eliot will
forward a text to the committee for review. Greg mentioned that the Library
Advisory Council is discussing lowering the print rate at the Library but nothing
has been finalized as of yet. Mervyn mentioned that total printing will not go
down unless we have instructors on board as well. We need to have
administrators send the message down to the department level. Adam Eby said
that staff could reach out to incoming students during orientation and show them
OneNote.

5. New Business
   a. CHS Unusual Expense Request – Arne asked if the enzyme kit expense is
      something that should be covered by the course fee. Eliot stated that he believes
      this is a more manual process and not automated. Arne called the question with
      the majority voting not to approve. There was some further discussion at which
point Kevin Scheibe called the question and it was put to a vote again. This time
the motion passed and approved the expense. The committee also reviewed a
CHS expense for whiteboards. It was decided that more information was needed.
Specifically, what technology is in the classroom now and what else about the
room makes it a technology classroom. Arne voted to table.
   b. Techstarter/Handouts From Eliot – Eliot said that we had received final approval
      from the Provost to move forward with this funding model. Eliot discussed the
process of how proposals will flow through Techstarter and to the committee. He
would like feedback by next Tuesday of this process and then have a vote on it
electronically. Divya said that at some point he would like for us to be able to
show examples of prior successful projects.

6. Good of the Order.

7. Motion to Adjourn - Arne Hallam motioned to adjourn. Divya Mistry seconded. Motion
   passed.

Brent Swanson
IT Services Ex Officio