Computation Advisory Committee

Meeting Minutes

February 19th, 2015

Agenda:

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, January 22, 2015
3) Financial Report
4) Review Techstarter Ideas
5) Old Business
   a. Papercut Printer Message
   b. CHS Unusual Expense Request
6) New Business
   a. Meeting Meals
   b. LAS Unusual Expense Request
   c. CAC Balance Justifications
7) Good of the order
8) 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), Jennifer Nieland (Staff-DES), Arne Hallam (Faculty-LAS), John Jackman (Faculty-Eng), Sneha Singh (Student-Eng), Young-A Lee (Faculty-HS).

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
   Agenda and minutes from last regular meeting, January 22nd, 2015– Gaylan Scofield moved to approve the agenda; Kevin Scheibe seconded. Motion passed.

3. Financial Reports
   Brent reported that not much had changed from the January meeting. He has transferred $1,250,000 to the wireless initiative account for FY’15.

4. Review Techstarter Ideas
This will now be a recurring line on the agenda. The committee began to discuss ideas on the Techstarter website. A spreadsheet was created to track and monitor proposals to move forward with the CAC committee. As a test, the committee discussed the *Park Library DVD Collection* idea. The committee then discussed the *Class Feedback MyState Add-On* idea. There were questions as to whether faculty allowed students to use phone, if this would restrict input instead of enhancing, and whether all students had smartphones. It was decided that CAC would not advance the proposal at this time. The committee next discussed *High-end Computer for Media Course* proposal. There were questions on what department supports this lab and would only one computer support 70 to 90 students. It was determined that CAC supports, but that this should go through another channel for funding. The techstarter website was unavailable after these two proposals so the committee did not review any additional ideas.

5. **Old Business**
   a. *Papercut Printer Message* – The committee was in agreement that a message should be put on high-track printers to monitor the impact it has on printing. Brent will work with Matt McGregor to identify the printers and have that implemented.
   b. *CHS Unusual Expense Request* – Alex Ramirez motioned to approve. Jorge Blanco seconded. Motion approved.

6. **New Business**
   a. *Meeting Meals* – Eliot Winer has been paying for meals from an Engineering account but it was brought forward to see if CAC could pay for the meals instead. Greg Davis motioned to approve CAC paying for meals during CAC meeting. Kevin Scheibe seconded. Motion approved.
   c. *CAC Balance Justifications* – Brent received emails from all 4 colleges with balances over $700,000. He said he would monitor these balances and if they continued to increase, would bring it to the committees attention.

7. **Good of the Order.**

8. **Motion to Adjourn** – Alex Ramirez motioned to adjourn. Jorge Blanco seconded. Motion passed.

Brent Swanson
IT Services Ex Officio