Business Meeting

1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, February 19, 2015
3) Financial Report
4) Jim Kurtenbach/Budget Requests
5) Review Techstarter Ideas
6) Old Business
   a. PaperCut Printer Message Update
7) New Business
   a. Mechanical Engineering Unusual Expense Request
   b. Aerospace Engineering Unusual Expense Request
8) Good of the order
9) Adjourn

Members Present: Eliot Winer (chair), Greg Davis (Staff-LIB), Kevin Scheibe (Faculty-Bus), Mervyn Marasinghe (Faculty-LAS), Gaylan Scofield (Faculty-CALS), Jorge Blanco (Student-LAS), Drew Mogler (Student-CALS), Jennifer Nieland (Staff-DES), Arne Hallam (Faculty-LAS), Sneha Singh (Student-Eng), Adam Abbott (Student-LAS), Francisco Avila (Student-DES). Jim Twetten (Staff-ITS) attended by phone.

Ex-Officio Members Present: Allan Schmidt (CELT), Brent Swanson (ITS), Jim Kurtenbach (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; Jennifer Nieland seconded. Motion passed.
3. Financial Reports
Brent reported that there has been quite a bit of activity on the campus wireless project. He mentioned that the CAC Papercut budget of $175,000 would be overspent by year end due to continuing increase in enrollment and increased printing by students. Finally, Brent presented an example of a graph comparing college CAC balances by year. He plans to monitor the CAC balances and inform the committee if balances continue to increase.

4. Jim Kurtenbach/Budget Requests
Jim Kurtenbach spoke on two Techstarter proposals that were recently submitted. The first one was ‘Classroom Technology Upgrades for Pearson Hall Renovation Project’. He stated that with the increase in students more space is needed for classrooms. The committee voted to move forward with this proposal. Jim then spoke about the ‘Campus Wireless Expansion’ proposal. It was mentioned that during the last proposal process, it would be the last time the CAC committee would be asked for funding. Jim stated that the CAC committee can expect him to be asking for $1 million to $2 million each year. With the past initiative, over 2,000 additional access points (excluding Residence) have been installed. The committee voted to move forward with this proposal.

5. Review Techstarter Ideas
The committee reviewed and discussed 8 additional Techstarter ideas. Those proposals that the committee voted to move forward were:
- Student Laptop Checkout Equipment Upgrade
- BCBGSO Laptop Upgrade
- KURE Production Studio Upgrade
- Campus Wide License for Adobe Tools

The committee chose not to look at further the following ideas:
- Searchable Online Communication Resources Database for Scholars
- QR Codes for Fitness Safety
- Coding Academy
- SoftChalk Integration with Blackboard

6. Old Business
a. Papercut Printer Message Update – Eliot stated that there was pushback on having a message on printers before students go to print. Eliot sent it up the chain for Jim Kurtenbach and Jim Twetten to discuss. Jim Twetten met with Mary Rankin. She had some good ideas such as launching a campaign to make students aware of the environmental impact as well as ways to incentivize not printing. They are looking at possibly rolling something out by fall semester. Eliot mentioned that a GSB student has a draft survey they will be sending out to students and will provide feedback.
7. New Business
   a. Mechanical Engineering Unusual Expense Request
   b. Aerospace Engineering Unusual Expense Request

   Very little discussion was had regarding these two expenses. Both of these the committee voted to approve.

8. Good of the Order
   Eliot will be stepping down as chair at the end of this semester. The charter states that the chair must be a faculty member. He asked that if anyone has recommendations on who might succeed him, to email Eliot or Jim Kurtenbach. Ultimately, Jim will make the final decision with Eliot helping in the transition process.

9. Motion to Adjourn
   Kevin Scheibe motioned to adjourn. Sneha Singh seconded. Motion passed.

Brent Swanson
IT Services Ex Officio