Computation Advisory Committee
Meeting Minutes
April 16, 2015

Business Meeting
1) Call meeting to order; seating of substitutes
2) Approvals
   a. Agenda
   b. Minutes from last regular meeting, March 26, 2015
3) Financial Report
4) Review Techstarter Ideas
5) Old Business
   a. Pearson remodel formal proposal
   b. Wireless formal proposal
   c. Laptop checkout formal proposal
6) New Business
   a. Engineering Technology Unusual Expense Request
   b. IMSE & ME Unusual Expense Request
   c. Discuss approved Techstarter Ideas
7) Good of the order
8) Adjourn

Members Present: Eliot Winer (chair), Kevin Scheibe (Faculty-Bus), Mervyn Marasinghe (Faculty-LAS), Gaylan Scofield (Faculty-CALS), Jorge Blanco (Student-LAS), Drew Mogler (Student-CALS), Jennifer Nieland (Staff-DES), Adam Abbott (Student-LAS), Francisco Avila (Student-DES), Young-A Lee (Faculty-HS), Changhyun Nam (Student-HS), Alex Ramirez (Faculty-Vet Med), John Jackman (Faculty-Eng). Jim Twetten (Staff-ITS) attended by phone.

Ex-Officio Members Present: 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, March 26th, 2015 – Kevin Scheibe moved to approve the agenda and minutes, Alex Ramirez seconded. Motion passed.

3. Financial Reports
Brent stated that not much had changed since the last CAC meeting. No new revenue has been received and balances are roughly the same. He noted that there is a balance of $1.22 million unencumbered that could be used to fund Techstarter proposals.

4. Review Techstarter Ideas
   The committee reviewed and discussed 5 Techstarter ideas. The committee voted to move forward two of the ideas:
   - Recording/Streaming Equipment for ISU_GDC
   - Development of a Readiness Assessment Test (RAT) tool in Thinkspace

   During the discussion of Techstarter ideas Jim Kurtenbach said he would like to see Iowa State embrace student ideas.

5. Old Business
   a. Pearson Remodel Formal Proposal
      i. This proposal requested funding from CAC in the amount of $325,000. In the proposal there was a line item for $2,000/room for software. John Jackman inquired what software they were asking for which Gaylan Scofield said was most likely controlling software for the projector, computer, laptop, etc. Mervyn Marasinghe asked if the site of the classroom would be increasing and if so what would the capacity of the new classroom be compared to the old capacity. Gaylan stated that if it is to improve the technology aspect but not the capacity aspect, it won’t help address need for larger class size spaces. Jim Twetten said he did not have an answer and would need to check with FP&M to see about capacity for these rooms. Mervyn said he has a tough time finding classrooms for 60 students so if we put the technology there, we would want to make sure the rooms are usefully upgraded in capacity. The committee motioned to approve the proposal for funding.

   b. Wireless Formal Proposal
      i. The proposal requested funding from CAC in the amount of $1,000,000. The committee motioned to approve funding for the proposal.

   c. Laptop Checkout Formal Proposal
      i. The proposal requested funding from CAC in the amount of $74,196.10. Jim Twetten stated that they have gone two years without funding for new laptops. If this is not funded they may need to consider whether to continue the checkout program. The committee motioned to approve funding for the proposal.

The committee approved funding for all three projects in full. Brent and Eliot will contact the proposers to let them know they have received funding.
6. New Business
   a. Engineering Technology Unusual Expense Request
      i. Alex Ramirez motioned to approve, with Jorge Blanco seconding it. Motion approved.
   b. IMSE & ME Unusual Expense Request
      i. Alex Ramirez motioned to approve, with Kevin Scheibe seconding it. Motion approved.
   c. ME Unusual Expense Request (added to agenda last minute)
      i. Kevin Scheibe motioned to approve, with Alex Ramirez seconding it. Motion approved.

7. Good of the Order

8. Motion to Adjourn
   Drew Mogler motioned to adjourn. Mervyn Marasinghe seconded. Motion passed.

Brent Swanson
IT Services Ex Officio