Computation Advisory Committee

Meeting Minutes

October 15, 2015

Business Meeting

1. Call meeting to order; seating of substitutes
2. Approvals
   a. Agenda
   b. Minutes from last regular meeting, September 24, 2015
   c. Financial Reports
3. Old Business
   a. Game Development Club Techstarter Formal Proposal
   b. Collaborative Assessment Tool in Thinkspace additional information
   c. KURE Production Upgrade additional information (hold)
4. New Business
   a. Techstarter new proposals
      i. Develop budget
      ii. Process for pre-evaluation
   b. CBE Unusual Request – Equipment over $25k
5. Good of the Order
6. Adjourn

Members Present: Alex Ramirez (chair), Jennifer Nieland (Design), Greg Davis (Library), Otavio Camargo-Bartalotti (LAS), Cory Preston (Engineering), Drew Mogler (CALS), Gaylan Scofield (CALS), John Sawatzky (LAS), John Jackman (Engineering), Denise Crawford (HS), Patrick Hepner (Vet Med), John Twetten (ITS), Austin Viall (Vet Med).

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

1. Call meeting to order; seating of substitutes
   a. Denise Crawford was seated as a substitute for Young-A Lee, representative of HS.

2. Approvals
   a. Motion to approve agenda from last meeting, September 24th, 2015 – Gaylan Scofield moved to approve the agenda, Jennifer Nieland seconded. Motion passed.
b. Motion was made to approve minutes from last meeting, September 24th, 2015 – John Jackman moved to approve the minutes, Drew Mogler seconded. Motion passed.

c. Financial Reports
Brent mentioned that departments should start receiving fall computer fee revenue in the next couple weeks. He noted that in the Central Pool budget there is an uncommitted budgeted balance of $766,300.

3. Old Business – At the onset, Alex stated that the plan is to discuss the proposals, talk about the budget in new business, and then go back to vote whether to approve or not.
   a. Game Development Club Techstarter Formal Proposal – John Jackman mentioned that this seemed like a duplication of equipment. Jennifer Nieland asked if they would have access to that equipment. Jennifer also noted that the quality of video available is poor and does not reflect well on the group as a whole. Jim Kurtenbach asked Jim Twetten if IT Services has video cameras that individuals can check out with Jim Twetten answering that they do, although not everything in their budget (i.e. capture cards) was available for rental. Otavio Bartalotti questioned if the cameras for checkout serve the needs of students. Jim Twetten stated that although it is not necessarily a sign of quality, IT Services purchases more expensive equipment than what this proposal is asking for. Greg Davis said if we approve for one club, more may follow suit. Austin Viall asked Jim Twetten if all the same equipment is available for rental or could it vary from one checkout to the next. Jim Twetten responded that IT Services tends to purchase same type of equipment but when there are purchases made every year, there are upgrades to equipment and so it can vary. Otavio inquired whether there was one website to go for checkouts with Jim Twetten responding that it is scattered and different departments have their own sites. Denise Crawford stated that she would like to hear from the students in the CAC group. Cory Preston mentioned that the proposal talked about the group being busy so would like to be able to record meetings. Cory asked how this is different than other groups. John Sawatzky mentioned the big thing for him is the precedent this might set. Patrick Hepner inquired about the “other” category being blank but Jim Twetten responded that is part of the form. Alex Ramirez asked to table the proposal until a budget was set.

b. Collaborative Assessment Tool in Thinkspace additional information – Alex reiterated they are requesting $55,000 from CAC. Allan Schmidt mentioned that the Provost is already committed to the project for 3 years. Denise asked how much CAC as a committee has already invested in Thinkspace the last few years. Brent looked at past records and found that CAC contributed $65,000 in 2008 and again in 2009. Austin asked if this would become open source with Alex responding that it would be. Otavio stated that it would have an impact that transcends more than Iowa State. Jim Twetten mentioned that we are the only university developing this, but his concern is the sustainability and that they continue to live grant to grant. Proposal was tabled.
c. KURE Production Upgrade additional information – Alex reminded the committee they were requesting $13,000. Jim Twetten mentioned that part of the reason Techstarter was started was to receive more student involvement with funds spent. Austin asked whether ethically as a group should we hold student submissions differently than colleges and departments. Proposal tabled.

4. New Business
   a. Techstarter New Proposals
      i. Process for Preapprovals (this was discussed before Developing Budget) – Jim Twetten stated that the subcommittee does not want to filter out too many proposals or pass undue judgment. He said the first criteria is to determine if proposals meet CAC guidelines and do they meet student educational experience. He said proposals would be prescreened for purpose, impact, integration with current infrastructure, and budget. Austin stated that he could foresee having a rubric for scoring the proposals. Otavio asked if time sensitivity should be a criteria, with Alex answering that his feeling is no as he did not want a proposals time limit to become a hindrance to the committee. Cory mentioned that one point he would bring up is if current fundraising part of the proposal process. Gaylan asked if there was a way to attach videos currently to Techstarter proposals with Jim Twetten answering in the affirmative. Alex asked for additional volunteers for this subcommittee with Cory Preston volunteering.
      ii. Develop Budget – Alex used an example of the “4 circles” to get a sense of the budget process. First need to look at the university, then colleges, the classrooms, and then the individual. He asked where the best allocation of resources is and what the committee’s thoughts were on how much funds should be put into Techstarter. Gaylan stated there are a number of Techstarter initiatives that will be coming forward that have high dollar values with far reaching consequences. Otavio inquired as to why it is crucial to separate out these funds, with Alex stating that it helps us to be more critical in spending our money. Cory asked if it would make sense to put 25% of budget towards Techstarter and 75% more to “big picture” projects. Alex said that would work out to about $95,000 per semester for Techstarter. Jim Twetten said the committee should just make it an even $100,000. Gaylan motioned to approve with Otavio seconding. Motion approved.

Old Business Revisited – Otavio made a motion to reject the Game Development proposal and to direct them to IT Services equipment rental website. Cory seconded. Motion to deny approved.
The Thinkspace proposal was then discussed. Gaylan stated he had a hard time supporting it. John said it seemed there are a lot of other projects that cost a lot less money that would have greater impact. Denise said she had a hard time with the fact that
two years ago we were told this service was going away. Gaylan wondered if this would actually be indirectly funding someone’s research. Gaylan made a motion to deny. John seconded. Motion to deny approved with Jim Twetten and Otavio Bartalotti abstaining.

The KURE production upgrade proposal was discussed. John thought it was vital to improve their equipment and was a good use of money. Otavio said he felt this was truly sustainable. Greg made a motion to approve. Austin seconded. Motion approved.

5. Good of the Order – Allan asked that an explanation be given to Thinkspace proposers as to why it was denied. Otavio asked how complicated it would be to get a list from colleges and departments who has checkout programs on campus. Jim Kurtenbach said we need to find a way to do this. Denise stated that the CAC reps could help by going back to departments and reporting back to the committee.

6. Motion to Adjourn


Brent Swanson
IT Services Ex Officio