Computation Advisory Committee

Meeting Minutes

April 14, 2016

Business Meeting
1. Call meeting to order; seating of substitutes
2. Approvals
   a. Agenda
   b. Minutes from last regular meeting, March 24, 2016
   c. Financial Reports
3. Old Business
   a. Exam Accommodations Center Formal Proposal
   b. Architecture Studios High-Def Screens Formal Proposal
   c. Discuss/Award Major Projects/Initiatives
4. New Business
   a. Techstarter New Prescreen Proposals
   b. Food Sciences Request
   c. Unusual Expense Request - CCEE
5. Good of the Order
6. Adjourn

Members Present: Alex Ramirez (chair), Jennifer Nieland (Design), Otavio Camargo-Bartalotti (LAS), Cory Preston (Engineering), Xiaolu Wang (Business), Gaylan Scofield (CALS), John Sawatzky (LAS), Patrick Hepner (Vet Med), Jim Twetten (ITS), Changhyun Nam (HS), Austin Viall (Vet Med), Young-A Lee (HS), Greg Davis (Library), John Jackman (Engineering).

Ex-Officio Members Present: David Popelka (ITS), Brent Swanson (Library).

1. Call meeting to order; seating of substitutes.

2. Approvals
   a. Motion to approve agenda – Otavio Camargo-Bartalotti moved to approve the agenda, Gaylan Scofield seconded. Motion passed.
   b. Motion was made to approve minutes from last meeting, March 24th, 2016 – Otavio moved to approve the minutes, Jen Nieland seconded. Motion passed.
   c. Financial Reports
Brent mentioned that for the first time CAC computer funds should pass the $10 million mark for the fiscal year. He also noted that the SNAP line is overbudget so he will reach out to ITS/Solution Center to get that corrected. Finally, he pointed out that the committee would be discussing potential initiatives and that the committee would have between $622,000 and $670,000 to allocate towards those.

3. Old Business–Alex requested we speak about student printing first.
   a. Exam Accommodations Center Formal Proposal – Jen Nieland felt this proposal had the potential to be high impact. Cory Preston mentioned that with the equipment getting older, it sounded like this is something they really have a need for. Otavio followed up by saying that it would benefit users across the University. Jen expressed a concern with the computer hardware they were buying and thought it would be a good idea to talk with the proposer to make sure they do not buy too cheap of hardware. Gaylan mentioned that the hardware appears to be in the Board of Regents approved systems which range between $550-$800. Jim Twetten motioned to approve with the stipulation that IT Services/Acquisitions area help with the purchase process. Jen seconded the motion. Motion was approved to fund the proposal.
   b. Architecture Studios High-Def Screens Formal Proposal– Alex Ramirez stated that currently students spend a lot of money on specialized printing. This proposal would be a trial basis and fits with the University goal of going green. John Jackman questioned why Visio was considered for the screens. He did not think they were high quality. Jen replied she did not have input on this and asked if there was a better recommended brand. Gaylan responded that Matt Darbyshire in Classroom Services usually puts in NEC’s. Xiaolu Wang asked why this came through central CAC as opposed to the department’s CAC. Jen stated that the department had been looking for a proposal to submit to Techstarter and thought this would be a good one to present as a pilot. Otavio asked if Design was unwilling to pay for the pilot which Jen responded that was not necessarily the case. Young-A Lee mentioned that this is not a lot of money and asked if this is the role of Techstarter. Alex said that is something the committee should think about over the summer, “What is the role of Techstarter?” Jim T. felt that as a pilot program, Techstarter was the perfect spot for this proposal. Gaylan asked if Jen if she was satisfied with what is in the proposal, with Jen responding that although they could have chose a different brand of monitor it was a good start. Austin Viall motioned to approve. Gaylan seconded. Motion approved to fund the proposal.
   c. Discuss/Award Major Projects/Initiatives – Brent noted that the committee had up to $622,860 to award for initiatives. David Popelka asked the committee to consider two projects. IT Services would like to continue with the wireless buildup and is asking for a minimum of $400,000. David stated the second project to consider would be to reserve funds for the Marston renovation. They do not want to leave a $28 million building technology poor. John Sawatzky agreed that Marston needs the technology and should not go without. He said that we don’t want to have to go back and add the technology later. Jen asked if there were numbers on the shortfall. David’s understanding is there is currently $100,000 in the budget with ELO contributing an additional $250,000. Initial specs show it will cost around $900,000 to $1,000,000. David said the Provost is aware
of the potential shortfall, that is why Jim is asking in the event the Provost is unable to come up with all the needed funding then we could cover some of the shortfall. Austin asked if it would be possible for the group to do an if/then trigger for this funding. Jen mentioned that she would like to find out what the bids come back as to give us a clear indication of the discrepancy. Greg Davis stated he was not sure if the small percentage that we contribute would make a difference in needing to know the bids when the difference is that large. Alex suggested that the entire amount of funding go towards wireless and over the summer Jim can make a request to move some of these funds to Marston if the need arises. Otavio motioned to approve. Cory seconded. Motion approved to fund wireless for $620,000 with the stipulation that some could be reallocated towards Marston.

4. New Business
   a. Techstarter Prescreen Proposals
      i. Tax Return Filler – Otavio stated that International Students and Scholars should have this kind of information. The committee decided not to move forward on this project.
      ii. Arduino/Raspberry Pi/Makey Makey kits for Library checkout – Cory said that in Aerospace Engineering they use a lot in their courses. John S. agreed he was very much in favor of. John J. asked if it would be possible to get usage statistics from NC State. Cory motioned to approve. Otavio seconded. Motion approved to move to the formal funding stage.
      iii. CVM Former ICN room upgrade – Otavio motioned to approve. John S. seconded. Motion approved to move to formal funding stage.

At this point the note taker had to leave for the evening.

   b. Food Sciences Request – The committee felt that this request would be too difficult to oversee and did not feel it would be an appropriate use of CAC funds.
   c. Unusual Expense Request – CCEE – The committee asked to have further clarification on the construction aspect of these projects as well as types of furniture and how the classroom space will be utilized between students, faculty, and staff.

5. Good of the Order

6. Motion to Adjourn

Brent Swanson
IT Services Ex Officio