Computation Advisory Committee
Meeting Minutes
September 29, 2016

Business Meeting
1. Call meeting to order; seating of substitutes
2. Welcome to CAC
3. Overview for new members
4. Approvals
   a. Agenda
   b. Minutes from last regular meeting, April 14, 2016
   c. FY17 Calendar
   d. Financial Reports
5. Old Business
   a. Techstarter overview/proposal process – flow chart and Stage 1 and 2 on CAC website
      i. Objectives & Budget
   b. Vet Med Collaborative Learning proposal
   c. Arduino/Raspberry Pi/Makey Makey Library proposal
6. New Business
   a. Unit and initiative reports – listed on CAC website
   b. Techstarter new proposals – techstarter.iastate.edu
7. Good of the Order
8. Adjourn

Members Present: Alex Ramirez (chair), Greg Davis (Library), Guan Han (CALS), Patrick Hepner (Vet Med), Maggie Hollander (Engineering), Jennifer Nieland (Design), David Popelka (ITS), John Sawatzky (LAS), Gaylan Scofield (CALS), Mitchelle Stephenson (HS), Xiyuan Sun (LAS), Xiaolu Wang (Business), Bailey Wood (Business).

Ex-Officio Members Present: Jim Kurtenbach (CIO)

1. Call meeting to order; seating of substitutes
2. Welcome to CAC
3. Overview for new members
   Chair provided an overview of CAC. Discussed the goal of focusing on high impact projects. Members were reminded they can find all relevant CAC information (including guide for appropriate expenditures) and Techstarter proposal process at our website: https://www.it.iastate.edu/committees/cac/.
4. Approvals
   a. Motion to approve agenda – Jen Nieland moved to approve the agenda, Guan Han seconded. Motion passed.
   b. Motion was made to approve minutes from last meeting, April 14, 2016 – Greg Davis moved to approve the minutes, Jen Nieland seconded. Motion passed.
   c. FY17 Calendar was brought to member attention.
   d. Financial Reports
      Chair reviewed financial reports in absence of Brent
5. Old Business
a. Techstarter overview/proposal process – flow chart and Stage 1 and 2 on CAC website
   i. Objectives & Budget
   A suggestion was made by chair to cap Techstarter proposals to $150,000 this year compared to $200,000 last year to continue to focus on high impact projects. Consensus was to stay at $200,000 for now (same as last year) until new members have opportunity to better understand CAC and Techstarter.

b. Vet Med Collaborative Learning proposal
   Concern from members that this proposal would require a significant amount of CAC funds for the year and limit funding of other projects. Committee was wanting to know if supporting funds by college were CAC funds or form another source. Jim Kurtenbach (CIO) suggested he could go back to the College and identify additional funding sources. Greg Davis made a motion to refer project to ITS to figure out if it could be supported with lower funding as well as identify if there were any other surrounding spaces that could be used. Gaylan Scofield (CALS) seconded. Motion passed unanimously.

c. Arduino/Raspberry Pi/Makey Makey Library proposal
   Discussed project was of high interest to students and requested amount form CAC was relatively small. Members felt that although the library could fund on its own, having CAC fund it would move the project forward sooner. Greg Davis made a motion to approve funding project as requested with three stipulations 1) need make sure the use of these computers will not create a security risk to University, 2) Library needs to advertise widely their availability for student use, and 3) Have the library report back to our committee on student use of equipment. Austin Viall (Vet Med) seconded. Motioned passed with one nay vote (John Sawatzky – LAS) and one abstention (Greg Davis – Library).

6. New Business
   a. Unit and initiative reports – listed on CAC website
   b. Techstarter new proposals – techstarter.iastate.edu
      No new proposals were reviewed at this meeting

7. Good of the Order

8. Motion to Adjourn