

**NOTICE OF A MEETING OF THE CSU CHANNEL ISLANDS
MATERIALS, SERVICES, FACILITIES, TECHNOLOGY COMMITTEE**

NOTICE IS HEREBY GIVEN, to the general public and to all of the members of the CSU Channel Islands Materials, Services, Facilities, Technology Committee that:

A meeting of the CSU Channel Islands Materials, Services, Facilities, and Technology Committee will be held on Monday, February 04, 2013 from 8:00 a.m. until 9:00 a.m., at California State University Channel Islands, Student Union Building, Coville Conference Room 1080, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

I. Call to order: 8:03am

II. Attendance.

Present:

Cook, Matthew
McMurray, Amanda
Mosinskis, Peter
Mozingo, Nancy
Stanfield, Geoffrey
Templeton, London
Vinas, Chelsea
Wakelee, Dan

Absent:

Ashley, David

Member of Public:

Chapman, Janson

III. Approval of Agenda Agenda was approved by all

IV. Public Forum N/A

V. Outstanding Business NONE

VI. New Business

- Review and approval of the Request for Proposals (action)

How will MSFT review and process proposals? Who can apply for MSFT funding? What are the priorities of MSFT committee with regard to funding? What types of items will be approved through MSFT? Will MSFT need timeline for some (all?) proposed projects? Will MSFT require reporting on completed projects?

- Reserve Policy (action)

The 2% process should be increased to 5%. A vote was made and approved to raise to 5%

VII. Other Announcements NONE

VIII. Adjournment: 8:55 am.

Next MFST Meeting(s): 03/04 Review MSFT Funds
03/15 Review MSFT Proposals

Minutes respectfully submitted by MSFT Fee Committee Member, David Ashley.

Please note:

- This meeting will be utilizing parliamentary procedure according to Robert's Rules of Order for the purposes of ensuring equal speaking rights to all committee members and maintaining order of the meeting.