

**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, September 15, 2014 from 8:00 a.m. until 9:00 a.m., at California State University Channel Islands, Bell Tower WEST 2185, located at One University Drive, Camarillo, CA 93012, to consider and act upon the following matters:

I. Call to order: 8:02am

II. Attendance.

Present:

Adams, Virgil
Cook, Matthew
Kuan, Amber
Michael, Paul

Absent:

Murphy, Chris

Member of Public:

Wei, Dianne

Noyes, Michelle
Smock-Lombardi, Tyler
Uribe, Aron

Yepez, Alex

III. Agenda

- Agenda was discussed ...
 - i. Introduction to MSFT for new committee members
 - ii. 14-15 Funding & Allocation List
 - An e-copy will be distributed to committee members
 - iii. Discuss CDS and request to adjust allocation and purchase 3 iPADS with remaining balance.

MOTION to DECLINE:	APPROVE:	DECLINE:	ABSTAIN:
Adams, Virgil	0	ALL	0

SECOND:
Matt Cook

- iv. Attendance Policy was discussed to have 1 absence per semester including 48 hours advance notice to chair when member is unable to attend the meeting.

MOTION to approve:	APPROVE:	DECLINE:	ABSTAIN:
Michael, Paul	ALL	0	0

SECOND:
Virgil Adams

- v. The deadline for MSFT proposals was discussed with the current emphasis on attendance as attendance is key in not only proposal deadlines but also brings forward proposal discussions which require additional meetings per month during Spring semester.

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.

- vi. Responses to changes in scope or budget for funded projects was discussed so that the chair can approve changes at/under \$1000 without having to meet with committee so long as chair notifies committee of the decision.

MOTION to approve:	APPROVE:	DECLINE:	ABSTAIN:
Aron Uribe	ALL	0	0

SECOND:
Smock-Lombardi,
Tyler

IV. Public Forum N/A

V. Outstanding Business N/A

VI. New Business

- Discussion of agenda items per above
- Other items?

VII. Adjournment: **8:45 a.m.**
Next MSFT Meeting(s): October 6th, 2014
8:00AM – 9:00AM, SUB1080