

**ISTeC Executive Committee Meeting**  
**Minutes**  
**Tuesday, January 23, 2007**

Time: 2-3 p.m.

Location: Lory Student Center, 220

Attendees: H.J. Siegel, Pat Burns, Pete Seel, Michael DeMiranda, Denis Dean, Jim Folkestad, MaryAnn Stroub, DeeDee DeMiranda

Guests: Hunt Lambert (Associate VP for the Office of Economic Development) and Asa Ben-Hur (Associate Prof. from the Computer Science department)

1. 2007 research retreat planning – Denis
  - Denis gave a brief update of the RAC's research retreat. All planning is going well; advertising has been done, posters are circulating
2. Asa Ben-Hur request for symposium support – HJ
  - Handout was distributed of the email Asa Ben-Hur sent to H.J. asking for ISTEc's support at the bioinformatics workshop at this year's Graybill conference.
  - Specifically, they will need support for their keynote speaker, Jun Liu from Harvard University (bioinformatics) and Warren Ewens (tutorial presentation) from University of Pennsylvania.
  - Travel expenses are up to 2K
  - Executive committee members agreed to support the keynote speaker's, travel expenses, food, lodging, etc.
3. IT Summit in Denver – Pat/Hunt Lambert
  - Should ISTEc participate? This may create more visibility for ISTEc.
  - It will be held on May 30, 2007 at the Colorado Convention Center.
  - ISTEc will get a free booth; Hunt has volunteered to attend the event and help set up a booth for ISTEc.
  - The booth should include ISTEc's educational programs; should the EAC committee lead this?
  - try to get 5 CSU faculty and 5 students free admission.
  - Michael inquired about the 15% sponsorship funds that will be given to CSU as scholarship \$, awarded at a VIP closing ceremony; this was confirmed by Hunt.
  - Need to send the IAC a link to information about the IT Summit in an email from both H.J. and Hunt. \*\*
  - CSU led panel: H.J. will talk to Wes Sherman (organizer of event) about the panel
4. "Core Infrastructure" – Pat
  - Enhance core infrastructure capabilities: asking for new proposals and ideas
  - Needs to be shared by multiple colleges
  - February 10<sup>th</sup> is the proposal receipt date (deadline)
  - Visualization capabilities? The visualization lab was closed due to budget cuts.
  - Video displays: K-12 learning
  - We already have plotters in the Webber lab

- Core Infrastructure Committee (volunteers):
  - Pat, Denis, Pete, and H.J.
- 5. EAC FITness Symposium – Michael & Pete
  - Planning on having 50-60 attendees
  - Will have tracks and track leaders
  - Discussions by key majors and colleges
  - EAC and RAC committee will talk more about the FITness Symposium
- 6. “Thank You” notes for RAC and EAC members – All
  - H.J. would like ISTE C thank you letters to be on our letterhead, just as we did for the High School Day thank you letters.
  - DeeDee will forward the letter template to Denis; he is creating thank you letters
- 7. RAC department visits – HJ
  - RAC members will be visiting various departments at their faculty meetings with research retreat posters, Distinguished Lecturer posters, and ISTE C brochures.

**\*\***- *Action Items*

**Our next meeting is on Tuesday, 1/30/07, 2 to 3 p.m.  
Lory Student Center Room 220.**

Items to be discussed at the next RAC meeting:

1. Research brochure – like Education 5-fold – requested by VPR – HJ
2. Visit by VPR to RAC meeting – HJ
3. Coffee with CSU – HJ