

## ISTeC Executive Meeting

### Minutes

Tuesday 3/20/07

Attendees: H.J. Siegel, Pete Seel, Jim Folkestad, Michael De Miranda, Pat Burns, Mary Ann Stroub

1. It was decided that fund raising for ISTeC functions would be handled by the Director in the future.  
For FA07 High School Day will be \$1500 and FutureVision2012 will be \$1000 for sponsorships. Michael De Miranda and Pete Seel will determine budgets to verify these numbers.
2. IAC Spring meeting  
Friday April 13, 2007; agenda completed and sent to IAC members. RSVPs being received.  
Van requested. Will leave from Engineering parking lot near the student center stairway at 0930.
3. FITness Symposium  
Agenda defined. Invitations (email) going out this week from Pete Seel. \*\*  
Maximum 32 participants at this event.
4. ISP in IS&T marketing  
Sample ads were reviewed. Goal is to run ads in Collegian last week of March (before registration for FA07 begins). Pete will revise ads and coordinate insertion in Collegian. \*\*  
Table toppers in LSC food court will also be coordinated. \*\*
5. I-Cubed computing space request  
Pat Burns indicates that there is no infrastructure to support I-Cubed computer request. HJ Siegel will respond. \*\*
6. Future Vision 2012  
Discussion on tracks. Planning moving forward.
7. Review action items list
  - IT Summit Booth – Jim Folkestad is coordinating. HJ Siegel will request use of booth from ECE. Coordination ongoing regarding specific graphics to be used (will be prepared by Hunt Lambert's office) and who will be at the booth.
  - IBM LAGrid – Pete Martinez from IBM will call into 4/10 ISTeC Exec meeting – MaryAnn to arrange for teleconference facility. \*\*
8. Michael De Miranda suggested that we contact Molly Johnson of Avago regarding IAC membership. She has just relocated to Northern Colorado with the company.

\*\* action items

Current action items:

1. Zolon – plans for interaction with CSU – Denis is handling agreements
2. Coffee with CSU – HJ, Denis, and Jim need to meet; review notes from last IAC; other ideas
3. IT Summit Booth and Panel – HJ needs to talk to Wes Sherman - what is purpose of panel (ISTeC roundtable on "Hot Topics on IT Research" for "IT Summit"?)? Free registrations?
4. IBM World Community – HJ and Pat need to meet with IBM representative for this program (this is not LAGrid).
5. ISTeC IS&T Research Overview for VPR – Jim is handling – Jim, HJ, and Don Zimmerman have meeting with Bill Farland scheduled - to be discussed at next RAC meeting
6. NSF REU/RET/REG or IGERT Site: need to investigate - HJ
7. 2007 Research Retreat – how shall we handle follow up – HJ/Denis
8. Evaluating past ISTeC research retreats - checking the grant submission database and the new survey – Denis and HJ

Our next meeting is on Tuesday, 4/10/07, from 2 to 3 p.m.

Please recall our schedule of ISTeC Executive Committee meetings for Spring 2007 is:

4/24

5/8

Future topics for ISTeC Executive Committee Meetings:

1. Summer project – have RAC and EAC look over their respective web sites
2. ISTeC web page visit counts – HJ
3. Plans for increasing membership of the RAC and EAC – HJ (5 minutes)
4. Visit by VPR to RAC meeting – HJ (1 minute)
5. college and department meeting visits – HJ (1 minute)
6. Status of changes discussed earlier for “Coffee with CSU” program – (10 minutes)
  - a. Using feedback from IAC meeting
  - b. Shall we check entries for completeness, and work with faculty to correct this? For example, Indrakshi Ray has no “Research summary” – it is empty.
  - c. HJ thinks “Research summary” heading should be “Brief Biography”
  - d. status of web page giving list of past speakers, departments, seminar titles, abstracts, companies, and dates
7. Getting ISTeC into the next edition of the CSU directory – Denis (10 minutes)
  - a. What do we need to do to get into next year's book?
  - b. What information should we put in?
8. Increasing membership of IAC – what companies should we go after – who can help – how do we find appropriate contacts? – HJ (10 minutes)
9. Database – MaryAnn/HJ
10. ISTeC newsletter – HJ
11. ISTeC space in CS Building update - HJ
12. CoGrid status – Pat (5 minutes)