

ISTeC Executive Committee Meetings

Minutes for Wednesday 4/25/12, 10 to 10:50 a.m. in the ISTE C Conference Room (CS 305).

1. EAC – EAC May agenda plans – Jim/Steven
 - a. approved
2. RAC – RAC May agenda plans – Dawn/Sudipto
 - a. approved
3. Exec – Expenses for RAC/EAC Co-Chairs: amount, uses, logistics – HJ
4. RAC – Need soft (e-mail and web page) and hard copy of Ph.D. scholar program for 2012 announcement before 4/27 Distinguished Lecture – Dawn/Sudipto
 - a. Dawn will produce hardcopy announcements by Thursday, and pass to MaryAnn to post on webpage.
 - b. Can pay for travel, even after student graduated
 - c. Cash awards create tax obligations
 - d. Gift cards we would need to track balances and could be used for non-academic items, so better to avoid.
5. RAC – Smart Grid Research retreat results; including number of attendees, what to learn for future – Dawn/Sudipto
 - a. In general, very successful
 - b. Attendance about 70
 - c. We had five breakout groups
 - d. Each group has an assigned “convener” for follow up on developing research teams and proposals:
 - i. Cyber-security: Indrajit Ray (CS Det.)
 - ii. SCADA (Supervisory Control and Data Acquisition) and Data Management: Indrakshi Ray (CS Dept.)
 - iii. Communications: person from Excel
 - iv. Complexity in Modeling/Simulation: Dan Zimmerle (CSU/National Renewable Energy Lab)
 - v. Relations with Other Critical Infrastructures: need to check
 - e. We will ask Sid to follow up with five “conveners”
 - f. Sudipto will assist Sid to report to the Exec Committee in the Fall
 - g. Structure we used went well in general, should give breakout groups more time:
 - i. 11-12 lunch and keynote
 - ii. 12-1:15: five 15 minute introductions to the breakout groups (we need to enforce timing)
 - iii. 1:15 to 1:30 break
 - iv. 1:30 to 2 – break-out sessions - need to give more time here
 - v. 2-2:30 reports from breakouts and assigning a convener for each
 - vi. 2:30 - 3 wrap up discussion
 - h. To do differently:
 - i. Enforce timing
 - ii. More time for the break out groups to meet
 - iii. Need to plan a full semester in advance

- iv. Have milestones and deadlines
6. EAC – Future Visions results; including number of attendees, what to learn for future – Jim/Steven
 - a. In general, outstanding talks.
 - b. Having a subset of virtual presentations worked out fine.
 - c. Attendance was about 250.
 - d. To learn for future:
 - i. Have milestones and deadlines
 - ii. Subcommittee needs to be tougher in collecting needed bios, etc.
 7. ISTeC Exec Fall 2012 meeting time – Wednesdays at 10-11 which Wednesdays? – HJ
 - a. So far, all OK
 - b. HJ will pick some, but please try to hold all in case we need to do last minute dynamic shuffle during semester
 8. RAC – Status F12 ISTeC Distinguished Lecture Series – Sudipto
 - a. In progress – have 3/5
 - b. Expect one from EAC
 9. Exec – IAC retreats: spring 2012 - about 50 people, good interactions, Hilton worked well; fall 2012 – (a) interest in GIS, weather forecasting, (b) ideas for industry panel topic? (c) when can you know what dates are acceptable? (d) Google has offered to host – HJ
 - a. Accept Google offer
 - b. OK to start planning date
 10. Agenda for next ISTeC Executive Committee meeting on 5/9/12 – HJ