

ISTeC Executive Committee meeting

**Minutes**

Wednesday, May 3, 2006

Time: 1 – 2 pm

Location: Engr. C101B

1. IT related Economic Development – Wade Troxell (Associate Dean of Engineering)
2. Fall 2006 meeting schedule – I propose we continue Wednesdays from 1-2 p.m. – I think that we have so much going on that we should plan to meet 8 times during the semester instead of only 5, and limit the meetings to only one hour. Anytime we do not have enough SIGNIFICANT material to warrant a meeting, we will skip it. I propose we meet the following  
Wednesdays: 8/23, 9/6, 9/20, 10/4, 10/11, 11/1, 11/15, 12/6.  
**PLEASE CHECK YOUR CALENDARS AND BRING YOUR CALENDARS TO THE MEETING SO WE FIX THESE DATES .**
  - All dates were approved by members
3. ISTE C Exec Retreat to prepare for 2006/2007 AY – I will set up a day in July or August by email – family pot-luck lunch at my house again? – HJ
  - Was agreed by members
4. Research Retreat status – Denis
  - 100 registrants; 57 faculty, 43 other
  - Remote Sensing-19
  - Reliable Information Systems-18
  - Human Computer Interaction -30
  - Bioinformatics & Biometrics -19
  - Computing in Atmospheric Science -8
5. CS/ISTeC building (next Building Committee is this Friday) – Michael & HJ  
[For the ISTE C space we want:
  1. the ISTE C office (space for Director, Admin Assistant, and info handouts, supplies, etc.)
  2. ISTE C Conference Room
  3. offices for students doing interdisciplinary IS&T research.
  4. office for visiting faculty and industry visitors, doing IS&T research and education.
  5. video conferencing room - for use by all doing IS&T research and education.
  6. flexible lab space, physically and temporally shared by IS&T projects, whose space needs change over time.]
  - Site location still being defined; next meeting 5/5/06
6. IAC Fall plans (meeting 11/29, student poster contest plans) – HJ
  - Graduate posters; Denis to chair
7. High School Day plans status (date, sponsors, breakouts, etc.) – Michael
  - 11/3/06
8. ISP for High School students status – Jamie

9. ISteC Newsletter ideas for content - HJ/Jamie
10. Slides for Research Retreat – (1) “What ISteC Can Do for You?” – (2) Should we allow students to attend RAC/EAC meetings – but NOT as voting members? – HJ

**This is the last ISteC Exec meeting for the semester.**

**We will have Exec Retreat in July or August, and next meeting on 8/23.**