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 YOU CALENDARS AND BRING YOUR CALENDARS TO THE MEETING SO WE FIX THESE DATES.
- All dates were approved by members

3. ISTeC Exec Retreat to prepare for 2006/2007 AY – I will set up a day in July or August by email – family potluck 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 ISTeC space we want:
   1. the ISTeC office (space for Director, Admin Assistant, and info handouts, supplies, etc.)
   2. ISTeC 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.