**External** ISTeC Executive Committee Meetings
Minutes for Wednesday 2/15/12, 10 to 10:50 a.m. in the ISTeC Conference Room (CS 305).

1. EAC – preliminary EAC March agenda plans – Jim/Steve (5 min.)
   a. approved

2. RAC – preliminary RAC March agenda plans – Dawn/Sudipto (5 min.)
   a. approved

3. Exec – status of IAC Spring 2012 Retreat topics – HJ (15 min.)
   a. Host and date
      i. room for 50, HJ is checking with Otterbox, March (29) or April, maybe get city to host, or at CSU (with post meeting reception & tour)
   b. Gig.u focus – community / academic / industry collective for gigabit connections for Fort Collins area
      i. Pat introduces – and why important to CSU – 5 minutes
      ii. City of Fort Collins speaker – Pat will arrange – 5 minutes
      iii. Speaker from DC for Gig.u – Pat
         1. Blair Levin (Pat arranged) - 40 + 10 minutes
   iv. CSU speakers – Pat
      1. Scott Bailey – 10 minutes – current status
   v. Community speakers – Pat will find – 10 minutes
   vi. IAC panel questions and panelist – all ~30 or 40 + 10
   c. Woodward/CSU HPC collaboration – Pat – will arrange - 10+10
   d. CSU highlight - HJ (will check with a possibility after a date is set) 15 +5 need to draft time schedule to be sure this will fit
   e. Two company highlights – host and another - HJ will check with a possibility after a date is set
   f. FV “invitation” – if we meet before FV – 5 +5
   g. High School Day – 10 + 5
   h. Possible Host tour before or after

4. RAC – status of research retreat plans – Sudipto/Dawn (15 min.)
   a. Keynote speaker
      i. Ron Sega
   b. 5 “topic” speakers, that would be followed by 5 corresponding breakout discussions (to lead to follow up groups)
      i. need discussion leader and scribe for each group, white pad, markers, etc.
      ii. Sid working on it – see “f” below
   c. Date and time
      i. 4/13/12, Cherokee Park room, 11 – 4, be sure to hold at least 50
   d. Meals and refreshments needed
      i. TBD
   e. Location
      i. Cherokee Park room
   f. How duties are being divided among Retreat Committee
      i. Dawn and Sid leading
ii. Robert France contacting 2 potential speakers
iii. Sid will contact 2 potential speakers
iv. Tom Plant – speaker confirmed

g. Will SoGES co-sponsor or "in associated with"?
h. How will poster be prepared?
   i. see old ones for ideas
   ii. need to plan timing to get printed, distributed, etc.

5. ISTeC faculty scholar – Pat (5 min.)
   a. done in conjunction with Libraries
   b. no cost or space from ISTeC
   c. honorary title
   d. Approved for Don Zimmermann

6. Agenda for next ISTeC Executive Committee meeting on 3/7/12 – HJ (5 min.)