Attendees:

Absentees:

Staff: Brooke Johnson
**David (President)**:

* Call to Order / Approval of [April Minutes](https://docs.google.com/document/d/1bQO9KkJNm5Y-bpNlbwnj9UYuFQ3f0YHSHNCrEHOsdYQ/edit?usp=sharing)
	+ *“If there are no corrections, the minutes are approved as previously distributed”* (David)
* Submission of proposals/initiatives for budget for June pass
* Discussion of Proposed Agenda for CEDA Board of Governors Meeting (June 24, 2018 – 1:00 PM-4:45 PM)

**VP Activities (Gi-Joon)**:

* Status- Request detailed info of students from Marilyn in order to create global community aspirations of CEDA- with adequate international participation
* Status- Draft letter to Marilyn Wolf regarding Chapter creation at GA Tech; send to EC first for feedback/approval
* (Tsung-Yi) Approval of additional Distinguished Lecturers 2018-2019 after selection process has been finalized
	+ Edith Beigne
	+ Naehyuck Chang
	+ Yiran Chen
	+ Sharon X. Hu
	+ Vijaykrishnan Narayanan
	+ Sachin Sapatnekar
* Discussion and status of CEDA Luncheon Speaker for ICCAD 2018
* Request of CEDA Luncheon at DATE 2019

**VP Awards (Subhasish)**:

* Results of 2018 IEEE CEDA Pederson Award
* Status of CEDA Fellow Committee evaluations (*progress only*)

**VP Finance (Cristiana)**:

* Update of IEEE projections and new initiatives for 2018 budget
	+ Submit projected costs to Cristiana for update of planned charges in 2018, to be submitted to BoG before BoG meeting at DAC

**Secretary (Agnieszka)**:

* Update on progress for Governing Docs
	+ New positions have been added
	+ Cross-checking all for IEEE must-haves
	+ Will be adding required info. re Fellows Committee (per IEEE)

**Roundtable Discussion:**

* Discussion on how to be aware of activities in Publications Committee and others
* Open topics to be proposed by each VP or EC member

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| --- | --- | --- |
| **Open Action Items** | **Who** | **Due** |
| Direct written questions/concerns to DA regarding new position | EC | **1 June** |
| Request to add your CEDA Google account to your current Chrome browser and forward CEDA Gmail to your preferred email client as demonstrated. (EC) | EC | **1 June** |
| David would like EC to submit proposals/initiatives for budget for June pass | EC | **15 June** |