CEDA EC Meeting
17 June 2022 | 10:00 – 11:00 am ET

Attendees: Cristiana Bolchini, Yao-Wen Chang, Aparna Dey**,** Agnieszka Dubaj, Tsung-Yi Ho, Joerg Henkel, Tsung-Yi Ho, Jiang Hu, Enrico Macci Gi-Joon Nam, Ian O'Connor Michael Orshansky, Tulika Mitra, Miguel Silveira, Elena-Iona Vatajelu, Marina Zapater,

Staff: Amanda Osborn, Madie Nelson

Gi-Joon called the meeting to order at 10:05 am ET and conducted roll call.

MOTION: It is moved to approve the May 2022 EC meeting minutes as written. Yao-Wen Chang seconded. Motion passed.

DAC Updates

Awards Schedule (Miguel)

Miguel reviewed the 2022 DAC Award Ceremony schedule. Georges will present the IEEE CEDA awards. Georges will attend the rehearsal for the award on Sunday, 10 July. Gi-Joon will present the Kirchmayer Award on Wednesday.

Distinguished Speakers Luncheon (Tsung-Yi)

Tsung-Yi cannot attend DAC in person and will need help hosting the CEDA Distinguished Speaker Luncheon on Tuesday. CEDA EC member expenses will be covered through Monday evening if they attend the Luncheon.

Action Item: Amanda Osborn to send Tsung-Yi Ho the 2021 Luncheon slides.

Action Item: EC members to help advertise the Luncheon with their colleagues.

Action Item: Madie Nelson to send out a Mailchimp for the CEDA Distinguished Speaker Luncheon at DAC to the Participant list.

Expense Reimbursements (Marina)

EC members will submit their travel expenses via Concur. EC members to reach out to Marina if they need assistance with their travel reimbursements. EC member expenses are reimbursed from Saturday through Tuesday's Luncheon. The Assistant VPs should seek reimbursement from their home Societies unless the VP cannot attend; then they would attend in their place and would be eligible to seek reimbursement.

Action Item: Amanda Osborn to send the IEEE Travel and Expense Reimbursement Guidelines.

Agenda/Meeting Schedule (Gi-Joon/Amanda)

Gi-Joon reviewed the revised schedule and format for the EC and BoG meetings. For the EC meeting at DAC bring up 2-3 important issues to discuss. Previous meeting minutes and VP slides are uploaded on Google Drive. If you need help finding them, please let Amanda or Madie know. Presenting members to submit slides one week prior to the meeting.

Action Item: Gi-Joon Nam to reach out to EDS President to request a Member Society Appointment.

Awards Updates (Amanda)

Richard A. Newton award winners and TCAD Donald O. Pederson Best Paper Award authors have been notified. The Ernest S. Kuh Award will be presented at ICCAD.

Governing Docs Motion (Elena/Amanda)

The motion from the December 2021 BoG meeting to approve the removal of the listing of Member Technology Organizations from the IEEE CEDA Bylaws was denied by IEEE. The challenge with having them listed is CEDA must go through the long process of having the Governing Documents changes approved by IEEE. The discussion will continue during the July EC and BoG meeting.

Action Item: Amanda Osborn to send Sensors Council Governing Documents for a reference to Gi-Joon Nam, Miguel Silveira, and Elena Vatajelu.

Finalize the Initiative Project/Status (Ian)

There was a discussion held about starting a 24-hour challenge sponsored by CEDA. There will be teams from various time zones on the topic of open source and open road technologies. This would expand the 8-hour format currently held at ICCAD. This initiative will be discussed more at the next EC meeting.

Action Item: Ian O'Connor to contact the organizers of the Hackathonn at ICCAD.

Action Item: Ian O'Connor to submit the initiative budget requests to Marina Zapater by the July EC meeting.

Tsung-Yi is looking to promote and expanding the Summer Schools in the United States and Europe.

Google Workspace Change (Amanda)

Google Workspace including the Google drive and Gmail aliases are changing to a fee-based system charging per user per month. The Google deadline to decide is 27 June if CEDA wants to continue with this service. Alternative options include IEEE Functional Alias Service and Conference Catalyst's Dropbox or a free Google Drive, which has limited storage space

Action Item: Gi-Joon Nam, Miguel Silveira, Marina Zapater, and Amanda Osborn to discuss Google Workspace and will send the proposal to other EC members.

Action Item: Gi-Joon Nam and Amanda Osborn to draft an email to the EC/BoG members for DAC meeting information, presentation requests, schedule, and RSVP list.

The next EC meeting is Sunday, 10 July at 9AM PT at DAC in San Francisco, CA, USA.

The meeting adjourned at 10:58 AM ET.