CEDA Executive Committee Meeting -- Date and Time: May 15, Friday, 2015, 11:00am US Eastern.

Participants:
Shishpal Rawat
Hidetoshi Onodera
Helmut Graeb
David Atienza
Jennifer McGillis
Donatella Sciuto
Sachin Sapatnekar
José Ayala

Absentees:
Sani Nassif
Yao-Wen Chang
Patrick Groeneveld
Ayse Coskun

Agenda:

- Shishpal:
  - Call to order
  - Status/Plans Discussion by all; each VP/Chair will have approx. 20m at BoG for presentation
  - Order of presenters; Sachin will be first
    - give overview of CEDA’s current state
    - overview of last 2 years
    - future direction and efforts to streamline procedures and efforts in regards to operations

- Sachin:
  - Update- 2014 financials just came in; just under 150K surplus
    - lower than previous years; good; money spent for good causes
  - For BoG presentation
    - Will give current financial status; include current projects
    - Discuss Proposed Initiatives
    - (Shishpal) IEEE changes; effect on CEDA (Sachin- unsure at this point)
    - (Donatella) show main sources of income; projections for future (impact); possible strategies

- David:
  - (Shishpal) Show status of current conferences (healthy, not)
  - For BoG presentation
    - Trends
    - Strategies
      - link with org bodies; how to position CEDA
      - important for CEDA to have identity at conferences (currently unclear)
      - (Shishpal) how to identify regions around globe open to growth in our areas?
    - Report current efforts/achievements; propose growth in other areas; and in other geographic regions (Asia, Africa...)
    - (Sachin)- make proposed growth efforts part of strategy over multiple years
    - organizing conferences; streamlining; use of website and materials effectively
    - (Shishpal) part of strategy; simplify process for conference organizers working with CEDA
- **Helmut:**
  - Will not attend DAC; Sachin will present material
  - For BoG presentation
    - Strategies
      - new journals
        - beyond classic EDA
      - "open access" report
      - (Shishpal) timely delivery of materials
      - online journals
      - (Sachin) geographic distribution from IEEE subscription services for print subscribers
      - Helmut requested loss financials for D&T

- **Hidetoshi:**
  - For BoG presentation
    - (Shishpal) Cover all awards given at ICCAD and DAC; announcement Kaufman Award
    - Pat and Hidetoshi will discuss non-academic award proposal; hope to present to EC meeting at DAC- need to reach non-academic engineers
    - (Shishpal) table of awards and contests for full picture of current efforts and areas of focus

- **Yao-Wen:** (not on call)
  - For BoG presentation
    - (Shishpal) Strategies
      - Chapters;
      - developing new workshops/conferences with conference chair
      - Distinguished Lecturers CEDA Community

- **José:**
  - For BoG presentation
    - (Shishpal) request for report on CEDA website since launch (José to prepare)
    - current outreach efforts; indicators going forward; content changes
    - (Sachin) POC as liaison with D2 to ensure total utilization of contract (MOU)
    - point person to upload content; check into Conference Catalysts (Jennifir) for this web editing
    - José to spearhead web efforts; work with Jennifir
    - David to send list of forms essential for conferences online; sponsorship request packet; can discuss offline with Jennifir
    - (Sachin) Website operation is two-fold
      - day to day items under current maintenance contract
      - new features (separate contract)

(Jennifir) brought up issues with CEDA's compliance regarding governing documents

- **Jennifir to send mark-ups to Sani and Shishpal by end of day**

(Shishpal) will review document mark-ups ASAP; will make proposed necessary amendments with Sani

(José) request for newsletter materials from Chairs by next week
  - Kaufman AWARD
- ICCAD
- ISCAS Distinguished Speaker (David)
- Yao-Wen to prepare short paragraph on DAC Distinguished Lecture

(Shishpal) Meeting adjourned at 10:46

*Action items noted in blue*