OC ACM Committee December 2016 Meeting Agenda and Notes

• Introductions
• Review and approve prior meeting minutes
• Treasurer's Report
• November 2016 Program Meeting Post-Mortem
• 2017 Program Meeting & Venue Discussion
• 2017 Officer Elections
• Chapter Student Awards
• Personal Initiatives
• Other Business

Note: Meeting notes generally appear in Blue Italic text.
Meeting Attendees

- Dan Whelan
- Don Black
- Allen Takatsuka
- Steve Steinberg
- Lalit Patel
- Ali Zahraei
# Motions

<table>
<thead>
<tr>
<th>Motion</th>
<th>Moved By</th>
<th>Seconded By</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approve October 2016 Committee Meeting Minutes</td>
<td>Steve Steinberg</td>
<td>Lalit Patel</td>
<td>Approved</td>
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ACM-OC Treasurer’s Report December, 2016

- December 13 Account Balance of: **$2,359.31** (Statement close 12/13/16)

  - Expenses since last meeting: $190.08
    - ($ 52.92) Square Inc. for purchase of credit card reader (10/31)
    - ($ 137.16) Reimbursement to Dan Whelan (refreshments) (11/14)

  - Deposits of $312.22
    - $135.00 Cash Donations from Nov. event
    - $ 9.72 Credit Card Donation from Nov. event ($10 – Square fee of $0.28)
    - $150.00 Nov Donation from IEEE
    - $ 17.50 Don Black – WePay deposits of $8.75ea on 11/14 and 11/15

  - Accts Payable: ($0.00)
  - Accts Receivable: $0.00
  - Net Balance: **$2,359.31** (includes $1000 of restricted use funds from IBM)

  - Discussed how to keep record of expenses out of $1000 IBM gift. Also it was discussed that administrative fees cannot be charged against IBM gift.
  - Paypal account option was also explained and possibility for people to pay with it.
## 2016 Program Meetings

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Speaker / Topic</th>
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<tbody>
<tr>
<td>January 13, 2016</td>
<td>Mark Bachman / IoT</td>
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<tr>
<td>March 9, 2016</td>
<td>Curd Zechmeister (Amazon) / Cloud Computing</td>
</tr>
<tr>
<td>May 11, 2016</td>
<td>Erick Wolf / 3D Printing</td>
</tr>
<tr>
<td>July 13, 2016</td>
<td>Jackie Morie / Virtual Reality</td>
</tr>
<tr>
<td>September 14, 2016</td>
<td>John King / Intellectual Property</td>
</tr>
<tr>
<td>November 9, 2016</td>
<td>Brian Wallace (Cylance) / Cyber-security</td>
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November 2016 Program Meeting Post-Mortem

• Approximately 70 people attended the November Meeting

• This was our first meeting in The Screening Room and Overflow Area

• What did we learn?

  Operationally, we should think about overflow area. Almost 50 people in the screen room, and about 50 out of the room. Problems with overflow area:
  1) People felt they are out of meeting, 2) Time lag of audio in speaker

  Suggested Solution: need to talk tech personels at Cove

• What did we do well and what could we have done better?

  • There was another IEEE meeting at the same time, people were confused. ACM’s meeting should be organized for such situations.
  • There was a survey that asked if audience would not come if they have to pay? Result: no objection to pay, also no objection to pay for parking.
  • It was suggested we should make sure to have meeting in the larger room. Generally, we need a venue with 100-120 capacity.
  • We have screen room for January meeting (it was changed to use The Beach Conference Room once again for January meeting), for March meeting we have to evaluate another options.
  • ACM should discuss with some general managers of other local facilities (other options: Broadcom, Google, ..), or any company with cafeteria (for 100 people), might be another option, if parking is not an issue.
  • We will make a list of potential venues
## 2017 Program Meetings

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Speaker / Topic</th>
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<tbody>
<tr>
<td>January 11, 2017</td>
<td>Peter Coffee / Intelligent Experience</td>
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<tr>
<td>March 8, 2017</td>
<td>Prof. Michael Franz</td>
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<tr>
<td>May 10, 2017</td>
<td>Prof. Marios Papaeftthmiou, UCI ICS Dean TENTATIVE</td>
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<tr>
<td>July 12, 2017</td>
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<tr>
<td>September 13, 2017</td>
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<tr>
<td>November 8, 2017</td>
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2017 Program Meeting Venue Discussion

• We’ve run into some logistical issues with UCI Applied Innovation
  • They have booked conference rooms for some of our 2017 meeting dates without notifying us or giving us an option on those dates.
    • I should have done a better job coordinating with UCI Applied Innovation

• January Meeting will be in The Screening Room

• March Meeting is TBD as both The Beach and The Screening Room are booked for March 8th

• I’ve tried making contact with Google OC regarding their conference room but no progress to report.

• Does anyone have connections at Google or on campus at UCI?

• November meeting attendees were polled and didn’t raise an objection to paying for parking.
January 11, 2017 Program Meeting

• Peter Coffee will be our speaker, and we will again be using The Screening Room and if need be, the overflow area.

• The first wave of event promotion started this week. Second wave will start around January 4th.

• Currently have 40+ people registered for the event.

• Event capacity currently capped at 140 people (100 in reality)

• What special actions should we undertake to promote this event?
  • Other than usual ways (through ACM, local companies, speakers, IEEE, UCI innovation calendar, ... etc): for January meeting we go with routine until OC-ACM can offer a larger venue, on March we might get space on UCI-campus.
  • Also promotional email from meet-up was discussed. It was also discussed that some people left the overflow areas.
2017 Officer Elections

• Just a reminder that our annual business meeting and officer elections will occur at our March meeting

• *It was encouraged to find other people to be added on the board*

• *We should establish a procedure, including nomination procedure. volunteer must be a 1)member of ACM, 2) nomination should be evaluated by committee*

• Your continued support of our chapter in an officer role would be greatly appreciated.

• Please talk to me about how you would like to serve our chapter for the 2017 term.
OC ACM Chapter Student Awards

• Nilo has made contact with Prof. Michael Shafae at Cal State Fullerton whom was receptive to our award. Nilo will have a follow-up call to discuss departmental feedback.

• Nilo has not yet made contact with UCI Computer Science and Informatics department chairs.

• It was discussed that chair of each department (Computer Science and Engineering) will make final decision.

• It was explained UCI-ICS has 3 divisions, two of them are directly related to the award.

• Chapman is still on the list
Personal Initiatives

• How to take ACM surveys was discussed.
• Steve explained another conference room option with about 120 capacity (in the neighborhood).
• Allen won’t be present for ACM January meeting to bring tablet. Lalit will cover the registration.
Other Business