

SUBJECT: Minutes – CC Telecom, Monday, 18 December 1100 -1200 EST.

1. **Attendees:** Today's attendees are shown as "present". [** = Notified of absence]
08 voting members present. (A quorum requires 06 of 12 voting members).

At-large members	Ex-officio/Appointees/Others
Gustavson, Paul '18 (Chair) present <i>Vacant</i> (Vice Chair) N/A	Igarza, Jean-Louis (SAC Vice Chair) present
Bachman, Jane '18+ (Secretary) present	Non-voting Members
Coolahan, Jim '17+ present	McCall, Mark (Executive Director) present
Drake, David '17+ present	Meyer, Sara (SIW SPEC Track Liaison) absent
Graham, David '18+ absent	Saunders, Randy (SVCS SIW Track Liaison) present
Hambleton, Orris '17+ absent	Johnston, Scott (SIW SLT Track Liaison) present
Riggs, Bill '18 (Appointed) present	Rowe, Patrick (NTSA Liaison) absent
Ruiz, Jose '18+ absent**	
Daly, John '19 (Appointed) present	
Lessmann, Kurt '19 (Appointed) absent	
Winner, Jennifer '18+ present	

2. **Quorum:** Paul Gustavson conducted a roll call, quorum was met.
3. **Agenda:** No additions or corrections were raised for the agenda today; agenda approved.
4. **Previous Minutes:** Paul called for vote to approve the 06 November 2017 CC minutes; minutes were approved with no objections.
5. **Opening Remarks:** Paul welcomed everyone to the CC meeting.
6. **Unfinished Business:**
- Review SIW Week (scheduled for 3rd week in January 2018) -
 - Hot wash-up
 - Feedback from Tutorials
 - Breakfast: 20 \$/person
 - Jennifer has POC to coordinate at SIW the tutorials.
7. **New business:**
- Future SIW date – 09-14 September 2018; location Orlando, other locations?
 - I/ITSEC Presence (11/27-12/1); planning SIW promotion.
 - ITEC – SISO Day – plan to discuss during I/ITSEC.
 - Other business – discussed RAS.
8. **Adjourn:** Meeting was adjourned.
9. **Action Item Review:**
- All – final preparations for SIW.
10. **Next CC Meeting:** Monday, 15 January 2018 at 1100-1200 EST is the next scheduled CC F2F meeting. Dial-in is (712) 432-0900, passcode 875353#.

SUBJECT: Minutes – CC Telecom, Monday, 04 December 1100 -1200 EST.

1. **Attendees:** Today's attendees are shown as "present". [** = Notified of absence]
07 voting members present. (A quorum requires 06 of 12 voting members).

At-large members	Ex-officio/Appointees/Others
Gustavson, Paul '18 (Chair) present <i>Vacant</i> (Vice Chair) N/A	Igarza, Jean-Louis (SAC Vice Chair) present
Bachman, Jane '18+ (Secretary) absent**	Non-voting Members
Coolahan, Jim '17+ present	McCall, Mark (Executive Director) present
Drake, David '17+ present	Meyer, Sara (SIW SPEC Track Liaison) absent
Graham, David '18+ absent	Saunders, Randy (SVCS SIW Track Liaison) present
Hambleton, Orris '17+ absent	Johnston, Scott (SIW SLT Track Liaison) present
Riggs, Bill '18 (Appointed) present	Rowe, Patrick (NTSA Liaison) absent
Ruiz, Jose '18+ absent**	
Daly, John '19 (Appointed) present	
Lessmann, Kurt '19 (Appointed) absent**	
Winner, Jennifer '18+ present	

2. **Quorum:** Paul Gustavson conducted a roll call, quorum was met.
3. **Agenda:** No additions or corrections were raised for the agenda today; agenda approved.
4. **Previous Minutes:** Paul called for vote to approve the 02 October 2017 CC minutes; approved with no objections.
5. **Opening Remarks:** Paul welcomed everyone to the CC meeting.
6. **Unfinished Business:**
- a. Reviewed and discussed the SIW agenda (scheduled for 3rd week in January 2018).
 - b. 35 registrants 1.5 weeks ago.
7. **New business:**
- a. ITEC – Jean-Louis provided additional planning.
 - b. Paul noted that Call for papers for Fall SIW need to be discussed in January.
8. **Adjourn:** Meeting was adjourned.
9. **Action Item Review:** SIW schedule and finalization of agenda.
10. **Next CC Meeting:** Monday, 18 December 2017 at 1100-1200 EST is the next scheduled CC F2F meeting. Dial-in is (712) 432-0900, passcode 875353#.