

## 5/14/2020 ISIE LCSA Section Board Meeting

### In Attendance:

- Haibo Feng
- Cassandra Thiel
- Yuan Yao
- Wenjie Yao
- Dunsin Arudu

### Action items:

All: read Paul's 5/11 email about our section in the Annual Report. Suggest any edits to him.

All: confirm that you received Cassie's test email to the LCSA group; email Paul Hoekman if you haven't seen it

Cassie: will send out quarterly

All: check out the backend of the website

All: before next meeting talk about a special issue topic(s) that we're interested in.

Yuan: reach out to Reid about criteria for special issue

Wenjie: create and share a OneDrive folder for the board

### Notes:

Special issue: what is a large enough topic with enough impact.

Webinar can be a tool for any purpose: Invite speakers, increase communication, engagement

Guideline for LCA for our members? Our website does have a general summary of common textbooks and software. How far do we want to explore this? There are other orgs that do training, etc.

Shared Drive- store and share files within the board? Keep track of posts to the website.

Member spotlight or publications page – where we highlight new publications or promotions.