

# 2018-09-04 CVDI (UL Lafayette) Leadership Meeting Notes

## Attendees

- Sally Johnson
- Matthew Delcambre

## Discussion items

Item	Notes
<b>Year 6 - IP Disclosure Letter</b>	<ul style="list-style-type: none"><li>• There are a total of 23 Year 6 projects<ul style="list-style-type: none"><li>• 9 have IP</li><li>• 12 have no PI</li><li>• 2 unknown (Khalid's projects - Sally emailed him to get answer on project IP)</li></ul></li><li>• By university<ul style="list-style-type: none"><li>• Drexel - no projects have IP</li><li>• UVA - no projects have IP</li><li>• TUT - all projects have IP</li><li>• SBU - all projects have IP</li><li>• UL Lafayette - some have IP &amp; some do not have IP</li></ul></li><li>• By mid-September the IP letters will be ready to go out to the IAB for review</li></ul>
<b>CVDI Video</b>	<ul style="list-style-type: none"><li>• Adam Prejean sent Sally, Matt &amp; Andrea an updated draft copy of the video with changes from the last meeting along with a list of items still outstanding</li><li>• Sally will follow up on all action items while Adam is out of the office the next couple of weeks</li><li>• Sally suggested that we do a second version with a voice over - Sally will investigate if this is possible through ULL - a script would need to be written</li></ul>
<b>Email to IAB</b>	<ul style="list-style-type: none"><li>• Sally sent out an email to all IAB that included links to Confluence for the following:<ul style="list-style-type: none"><li>• Year 6 - Final Project Reports</li><li>• Year 7 - List of all funded projects</li></ul></li></ul>
<b>2018 Fall Meeting</b>	<ul style="list-style-type: none"><li>• Andrea has mocked up the Eventbrite meeting invite</li><li>• Andrea has coordinated a block of rooms at the Hilton Garden Inn for the event</li><li>• Matt reported that IAB leadership has not responded back with feedback on the agenda for the meeting</li></ul>
<b>Updates to NSF CVDI Website</b>	<ul style="list-style-type: none"><li>• Sally reported that the developers will be standing up a DEV copy of the site so that they can make the needed maintenance and development changes without taking down the "live" site</li><li>• No timeline for completion was given by the developers</li><li>• Sally will check on the status of standing up the DEV copy</li></ul>

## Action items

- Matthew Delcambre Send out email to UL Lafayette Year 7 PIs to reach out to their IAB project sponsors to set up project meetings.  
(Matt sent out email on 9/4/18)