

CAIS Executive Meeting 2025

Attendees:

- ✓ James Harvey Elder
- X Aijun An
- X Patricio Davila
- ✓ Usman T. Khan
- ✓ Mehmet Murat Kristal
- ✓ Marin Litoiu
- ✓ Jonathan Obar
- X Shayna Rosenbaum
- ✓ Pirathayini Srikantha
- X Ian Stedman
- ✓ Nikolaus Troje
- Ex officio: Ushieja De Zoysa

July 2025

CAIS Executive Committee Meeting Agenda

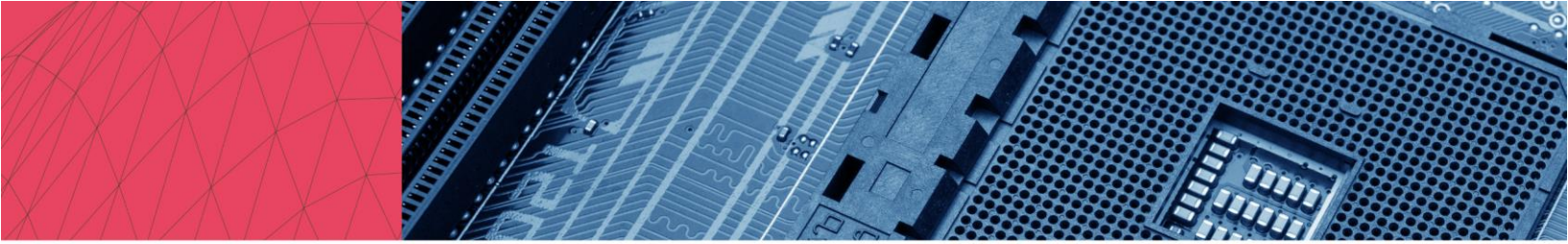
Date: Wednesday July 16th 2025

Time: 1:00 PM to 2:00 PM

Location: [ZOOM](#)



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Meeting Agenda

1. Welcome and Opening Remarks

- *Review and approval of previous meeting minutes*

2. Changes in Directorship

- *Proposal to move from Co-Directors model to Director and Associate Director structure*
- *Discussion and feedback*

3. Approval of Associate Director Appointment

- *Nomination of Jonathan Obar as Associate Director of CAIS*
- *Motion and vote for approval*

4. Approval of Changes to CAIS Policy Documents

- *Presentation of proposed changes*
- *Discussion*
- *Motion and vote for approval*

5. Participation Survey Results

- *Review of results of the survey sent to CAIS faculty to gauge interest in joining the executive or events committee.*
- *Results can be seen [here](#)*

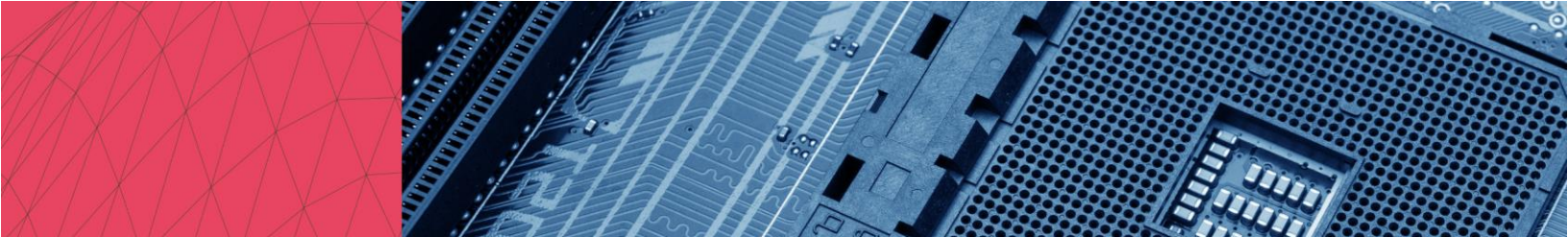
6. Executive Committee 2025/2026 Updates

- *Review of proposed changes to the Executive Committee composition*
- *Motion and vote for approval*

7. Conference Survey Results and Planning of 2026 CAIS Conference

Two surveys were sent out to the CAIS membership. The results of both surveys can be found [here](#).

- *Initial discussion on conference planning*



Agenda Continued

8. Financial Report – Monthly CAIS Finances

To ensure that all of the CAIS finances are in order and are readily available for financial reviews/audit Ushieja has created a folder in our shared CAIS-Executive Team labelled "2025 Monthly Reconciliations". As we continue with the fiscal year, each folder will be labeled "Name of Month_Year_CAIS_Monthly Reconciliation". The documents can be accessed [here](#).

- *Presentation and discussion of the monthly financial summary.*

9. Membership Approvals

Please note that each month each month Ushieja will upload a folder containing all new applications for CAIS on our Teams account. For this month (June 2025) all information is ready and can be accessed by the CAIS Executives. Please review the applications prior to the Executive Meeting. See applications [here](#).

- *Review of applications and credentials for new members:*
 - Duygu Biricik Gulseren
 - Elisha Lim
 - Ikechi Mgbeboji
 - Anoosheh Rostamkalaei
 - Muhammad Bilal
- *Motion and vote for membership approval*

10. Other Business

- *Open floor for additional items from members*

11. Adjournment