SIGCSE Board Meeting Minutes
February 29, 2012
At SIGCSE 2012 in Raleigh, NC

Participants are Doug Baldwin, Dan Joyce, Renée McCauley(chair), Barbara Boucher Owens, Susan Rodger, Tiffany Barnes, Amber Settle, Mark Guzdial, John Impagliazzo, and Henry Walker.(Z Sweedyk did not attend, Ginger Ignatoff (ACM) skyped in for part of the call and Tiffany Barnes skyped in until she could arrive).

Renée called the meeting to order at 8:15am. Chris Stephenson arrived at 8:15am.

- The January 31 phone meeting minutes were approved.
- Chris Stephenson, the Executive Director of CSTA, gave us an update on CSTA activities.
    - The Draft for the K-12 Computer Science standards is available. Companies such as Oracle and SAS are mapping to the standards. The curriculum is being tested.
    - Their national conference is planned for July.
    - With all the professional development this summer for the AP Principles project, CSTA is creating a template for how to run such a workshop.
    - Some CSTA chapters were created as a result of a SIGCSE BOF last year. She and Cameron Wilson wrote an article for ACM Inroads on how to build partnerships and chapters.
    - Doug talked about the large number of submissions from CSTA in the special projects in the August round. There were not very many in the November round.

At 8:50am Chris Stephenson left. Ginger and Tiffany called in.

- Doug talked about the budget. We are in good shape. We have surpluses on ICER (8K) and ITiCSE (13K), and the cost of running ACM Inroads is less this year. He predicts that we will end the year with a little surplus. This year 2012 there is no Symposium in the budget as it is moving to the 2013 budget.
- We discussed conference registration rates and conference surplus planning.
    - There was some discussion of all the unknowns in planning. Budgets have been prepared conservatively on time with not much of a surplus. Food items are increased as the date approaches if there is a large surplus.
    - Barbara mentioned that from the SGB meeting that the members need to know up front what their member benefits are. She also mentioned that our costs are low compared to other conferences.
    - We had set expected attendance numbers for each conference to get that surplus. We have averaged that and there doesn't seem to be a problem.
    - The Board should see the conference evaluations. We have not seen them recently. ACTION: Renée - Request Conference Evaluations
- Consideration of renewal of CLC (symposium exhibit management) for three more years
    - Dan and Ashley (from ACM) asked CLC for a three year contract. After reviewing the contract they asked for some changes. The contract with the new changes arrived as we were discussing it, so it was set aside to come back to.

- 2013 is an election year. The nominations committee must be organized.
  - The immediate past chair is appointed the chair of the nominating committee and with consultation of the current chair should form the committee. Sept 1 the nominating chair must be named and by Sept 30 the committee must be in place.
  - One problem with the current board is it is all U.S. We could appoint an international emissary to the board. Also a K-12 representative and a community college representative.
  - We could include the previous ITiCSE organizers to be on the nominating committee.
  - Renée has appointed Barbara as Chair of the Nominating Committee. Renee will say a few words in the Friday morning session for people to start thinking about nominations for next year. Renee will write an article for the next bulletin (april 1) and Barbara will write for the following bulletin (july 1 deadline and oct 1). Barbara will try to get a 5-8 size committee together.
    ACTION: Renee and Barbara

Ginger left the call at 10am. We took a 15 minute break. Tiffany joined us in person at 10:30am.

- We discussed lifetime membership for SIGCSE. Barbara should bring this up at the SGB as this is an issue for all SIGs.
  ACTION: Barbara
- Dan gave an update on the PKAL sustainability initiative.
  - Dan and Briana Morrison went to a meeting in May and they identified working groups. We got 5 SIGCSE volunteers to join some of the committees.
  - There is a meeting this May 4-6. Bob Beck will go to the meeting.
- Future "new faculty" workshops - how can we get this funded?
  - Susan talked about the workshop this year. 22 participants came. We had a budget of 20K from CRA that paid for many of the participants, and the eight speakers. SIGCSE contributed the food for the workshop.
  - After discussion, we decided we should run this workshop every other year (opposite the CRA-W Mentoring workshop) starting in 2014 and run the Department Chairs workshop every other year on the opposite years starting in 2013. It was noted that the Department Chairs workshop had been running every year but the number of participants was declining.
  - We would like to change the title to the "Early Career Mentoring Career Workshop." We would like to fund graduate students and encourage departments to pay for faculty early in their career.
  - We need a mission statement and budget and Susan needs to break down the budget from this year.
    ACTION: Renee, Tiffany and Susan
- Funding of Kid's Camp at the symposium
  - There was a discussion on whether SIGCSE should continue to fund the kid's camp. It was noted that we raised the rates this year and the participation was lowered.
  - We decided to change the model to charge $100 for the complete camp and $50 for each additional child. We also decided to take it out of the conference budget.
  - We need to tell the Symposium Chairs that they still need to work with the kid camp but SIGCSE will pay the bill starting in 2013.
    ACTION: Susan

- o We need a committee for childcare. Need suggestions of parents with young kids. Send email to ask for volunteers. This committee could consider the current way the SIGCSE Symposium handles child care and provide the board with an assessment of whether or not it should continue. ACTION: Susan
- Awards committee
  - o Amber reported that there had been an increase in Senior members, but then that had tapered off. She mentioned it has been difficult to get Fellows.
  - o Amber will send out a survey after SIGCSE for nominations to time with the bulletin which will also have an article.
  - o ACTION: Amber
- SIGCSE Business meeting planning.
  - o Renée will put in a plug for the business meeting on Friday and announce that we will have a drawing at the SIGCSE Business meeting for a free registration for next year's SIGCSE.

We broke for lunch at noon and started back at 1pm

- A former conference chair should go on a site visit with the new chairs to give fresh advice.
- Back to the CLC contract. Dan, Henry, and Doug looked over the contract and it was fine. We voted and passed to renew the contract.
- More on Business meeting planning
  - o Items for the business meeting include Doug to talk about budget and special projects, introduce people running conferences, ask Curt White to mention SIGCSE Spotlight, and ask for business from the audience.
  - o Amber will write an article about the speakers fund for the next bulletin.
    ACTION: Amber
  - o Dan and Doug will write an article for the bulletin about the business meeting. Or find someone at the business meeting to write why they came to the business meeting. Maybe even write one to appear right before SIGCSE next year.
    ACTION: Dan and Doug
- We discussed SIGCSE Europe. There is not much happening due to a leadership change. There is an annual conference in the Netherlands that has started up that requested in-cooperation status. They have contacted us already for their next conference. However note that their papers did not go into the digital library. Apparently it is not automatic with just in-cooperation. They need to go through the publications board. We noted that, according to ACM Publication Board's web site, organizations requesting both in-cooperation and digital library inclusion would be rejected without review.
  - o ACTION: John and Barbara
- ACM Inroads update and web page
  - o John is having a few problems with Manuscript Central due to its outdated architecture.
  - o He is working on the March 2013 issue
  - o He showed the board a draft design of the ACM Inroads web site and asked the board for critical comments on its content.
  - o ACM asked John whether he would continue as EIC for another three-year term. John mentioned he would continue, subject to the Pubs Board decision, and if he would leave the position earlier, he would give the Pubs Board a one-year notice. He cannot continue as EIC after a second term.

- o Inroads is close to being self-sustaining by using advertising. Perhaps this will occur in two years or so.
- SIGCSE Bulletin editorial issues.
    - o There was a discussion on transition issues. There are two editors and the board will pay for one to attend each board meeting. Both will be invited to phone meetings.
    - o Encourage new people (bloggers) to write articles.
- Should there be an ITiCSE or some other conference in other places?
    - o We decided to investigate a SIGCSE International Workshop series to try in other countries. We envision less than 100 people, peer-reviewed, single track and narrow focus, close to the CCSC model. SIGCSE would help getting into the digital library.
    - o Need a subcommittee to hash out some of the details. Also what data do you want back from the conference?
    ACTION: Doug, Mark, Dan, Amber, and Renee will be on the committee.
- John brought up that IEEE has an education society with conferences. They were inquiring about some collaboration such as in-cooperation conference.
    ACTION: John will inquire.
- An idea for the bulletin, people with special projects could write about what they are doing with their funding.

We took a break at 3pm and started back at 3:15pm. We were joined by Bob Beck, Paul Tymann, Tracy Camp, Alison Clear, Laurie King, Dave Musicant, JD Dougherty, and Judith Gal-Ezer .

- Paul and Tracy talked about SIGCSE 2013 in Denver.
    - o The conference will be in a hotel and the exhibitors in an open hallway.
    - o The theme is 'Changing face of computing'
    - o Talked about the SRC. Should that continue? Should another person be put on the program committee? Moving the deadline later would help.
    ACTION: Doug and Susan will talk to SRC people during the conference.
- Laurie and Dave reported on SIGCSE 2012.
    - o Things are going well.
    - o There is a question on the SIGCSE survey about the kids camp.
    - o Registration is at 1202 before the conference starts. Workshop registrations are at about the same level as last year.
- Bob Beck asked about any future conference changes such as more keynotes. He needs to know for future sites.
- Paul asked about who should be guiding them for new ideas? The SIGCSE Board should be working with the conference chairs.
- Paul asked about the age of the conference system. Barbara mentioned that ACM is looking into this. ITiCSE 2011 tried a different system that did not work well. Henry reported that ITiCSE 2012 is using OpenConf, and he expects a careful review shortly after the conference. If this goes well, we expect to continue with OpenConf for ITiCSE 2013 as a second year of this experiment with a new system. If that goes well, John Dooley and he plan to propose that OpenConf be considered for the symposium. There was a conference wiki that was started to help chairs but that has not worked out that well since everyone uses their own system. The key is that the conference chairs should train the next year's conference chairs.
- There was discussion of the reviewing system, and that SIGCSE does it differently than other conferences. It was pointed out that SIGCSE membership is also much larger now.

- Should there be more training for reviewing? As we port to a new system should this be a time when we look more closely at reviewers. A new system may not use our model so we may have to rethink our model?
- First timers lunch for the future. Do you have a room big enough for old timers to come too? SIGCSE would pay for the first timers and let old timers sign up and pay. Old Timers want to hear the award winner speak.
- Alison talked about ICER in New Zealand. The venue is booked and free. She is budgeting for 56 delegates. They are using Easy Chair and it is working well. Alison Tew will be the new person for the Doctoral Consortium. She has organized an Ozwit conference and wants it to be in co-operation with SIGCSE.
- Judith talked about ITiCSE 2012. She is doing the tour in the morning because of the heat. She has the banquet on the 2nd day because it was cheaper. 133 papers were submitted, 63 were accepted, 14 for short papers. 3 panels, 5 working groups. They planned for 150 people.

All conference people left by 4:40pm. Andrew McGettrick joined us at this time.

- Andrew McGettrick talked about ACM Europe.
    - He said that ACM Europe is new and meeting with other groups. They would like to see an ACM computing education conference in Europe. ITiCSE was seen as an American conference that is run in Europe. There is a new chair of Informatics Europe and they have identified people to be involved. He would suggest setting up a group from SIGCSE, Information Europe and ACM Europe. Renee mentioned that we have setup a group from SIGCSE and we were waiting to hear back from John White.
    ACTION: Renée
    - People feel they want a European conference that relates more to their issues.
    - They are also looking at computing standardization in schools.

The meeting was called to an end at 4:59pm.

End of minutes, February 29, 2012, SIGCSE Board Meeting.

Susan Rodger, Secretary