Minutes of the SIGCSE Board Phone Meeting
16 August 2016
7:00 - 8:30 pm Central Time

Attending:
- Michelle Craig, At Large
- Adrienne Decker, Treasurer
- Maureen Doyle - SIGCSE Bulletin co-editor
- Sue Fitzgerald, Secretary
- Brianna Morrison, At Large
- Leo Porter - SIGCSE Bulletin co-editor
- Susan Rodger, Immediate Past Chair
- Amber Settle, Chair
- Judy Sheard, Vice-Chair
- Mark Weiss, At Large

Approvals/activity since July 1, 2016
- In-cooperation status for ACE 2017 approved
- Mary Lou Maher (UNC Charlotte) approved as the organizer of the Chairs Roundtable
    - Board suggests asking someone from teaching institution to help co-organize
- Preliminary Authorization Form (PAF) for ICER 2017 approved

Committees/positions assignments
- Awards committee
    - Judy Sheard (chair of committee), Mark Weiss, Susan Rodger
    - ACTION ITEM: All board members to encourage people to nominate people but do not suggest specific nominees due to potential conflict of interest
    - Cannot nominate people on the board or who have been on the board within the last two years
    - Announcements
        - One was sent to the list last week
        - ACTION ITEM: Judy will send another announcement in a couple of weeks
        - Announcement was included in the last Bulletin Spotlight
- Grants (Sue Fitzgerald, Judy Sheard, Adrienne Decker)
    - Includes travel grants and speakers fund - Adrienne (chair)
    - Special projects - Sue (chair)
    - Review committee
        - Replace one volunteer this year and replace one next year in keeping with 3-year rotation practice
        - ACTION ITEM: One member of the committee needs to be able to produce forms for applications (Sue to look into it)
        - ACTION ITEM: Committee members to recruit replacement reviewer from outside the board
    - Volunteer Coordinator: Monitor the volunteer form submissions and report new people as needed (Brianna Morrison)

- See the bottom of the Get Involved page for the link:
  http://sigcse.org/sigcse/membership/get-involved
- ACM Student Research Competition Liaison, advertise it (Michelle Craig)
- Chapter Development Committee - we are expecting new applications soon (Judy Sheard, Brianna Morrison)
  - Chapters are required to submit an annual report
- SIGCSE Board mailing list owner -- approve messages to the list (Sue Fitzgerald)
- ACM Ed Council
  - SIGCSE representative to ACM Education Council (Mark Weiss with Michelle Craig as backup representative)
  - ACM Ed Council would like each group to present 1-3 educational activities they have been involved with during the past year or plan to be involved with in the coming year, as well as 1-2 issues they would like to discuss with the Education Council for feedback
  - Possible issues to present at the August 2016 meeting
    - There is a growing international Interest in CS Education
      - SIGCSE continues to consider the creation of a global conference in addition to ITiCSE
      - SIGCSE is working on increasing the number of international chapters
    - Growth of CS Education Research PhD and faculty positions
      - Growth in doctoral consortium
      - Growth of ICER
    - Joint European Conference
- ACTION ITEM: Everyone: Review the SIGCSE Roles, Committees & Responsibilities document prior to the October 22nd meeting so that we can complete all remaining assignments

Update on conferences
- Statistics for recent conferences

Symposium	Submissions	Acceptance rate	Attendance	Surplus/deficit
2014	274 / 108	39%	1282	$68,518.00
2015	289 / 105	36%	1285	$97,021.89
2016	297 / 105	35%	1253	TBD
ITiCSE				
2014	164 / 36	22%	176	$6,066.77
2015	124 / 54	43%	179	$3,534.00
2016	147 / 56	38%		TBD
ICER				
2014	69 / 17	25%	79	$1,184.72
2015	96 / 25	26%	119	$3,739.00
2016	102 / 26	25%	TBD	TBD

- ITiCSE

- o [Norway](#) -- site visit approved
  - ▪ Calculate feasibility for "normal" attendance of around 180
- o Aberdeen site visit was already approved
- o Cyprus approved for ITiCSE 2018
  - ▪ ACTION ITEM: Judy to work with Cyprus to provide program chairs with guidance/continuity
- o Proposals brought forward from Mikey Goldwebber
  - ▪ Create a web site guru position for ITiCSE for continuity - approved by Board
  - ▪ Create a sponsorship coordinator
    - • Problematic in that the conference is in a different country every year; there must be a local coordinator
    - • Could the symposium person help with this?
    - • ACTION ITEM: Amber to get more information on this role, compensation, moving from country to country vs. local organizers, etc.
- • Symposium - Update on 2017 logistics and reviewing process
  - o Adrienne and Amber approving Symposium TMRF
  - o Changes in review process should be posted
  - o Site visit committee
    - ▪ Time for volunteer rotation? Paul Tymann has asked if we want him to continue on the committee. His understanding that his position was for someone from the Board.
    - ▪ ACTION ITEM: Amber to contact site review committee
- • Board liaisons to conferences
  - o Judy Sheard to replace Alison Clear as the board liaison to ITiCSE
  - o Brianna Morrison to be ICER liaison
  - o Adrienne to be the Symposium liaison

Mailing list questions
- • ACTION ITEM: Should a separate list be created for job announcements? Amber to ask Sam if people are complaining
- • Can folks be on the mailing list without being SIGCSE members? Must be a member to be on lists with possible exception of retirees
- • What is our stance on retirees on the list?
  - o SIGCSE lifetime membership? Might present an answer to the retirees question
  - o Leave retirees with a minimum of XXX years of membership on the list?
  - o ACTION ITEM: Adrienne to look into this
  - o We do have a $100 registration discount at symposium for retirees (about 7 per year)

SIGCSE Bulletin publication timing: Maureen
- • Now hosted at ACM site
- • Getting Bulletin out the first of the month hard to do
- • Request is for consistency rather than the first of the month