Attendees:
Adrienne Decker, Chair
Dan Garcia, Vice Chair
Andrew Luxton-Reilly, Treasurer (remote)
Leo Porter, Secretary (remote)
Mary Anne Egan, Member At-Large
Laurie Murphy, Member At-Large
Manuel Perez-Quinones, Member At-Large
Amber Settle, Immediate Past Chair

Agenda

- 12pm-1pm: Lunch with New and Aspiring Educators Workshop
- 1:00pm-1:45pm: Prep for business meeting
- 1:45pm-2:15pm: Meet with SIGCSE TS 2022-23 Conference Chairs, TS SC, 2022 Virtual Chair
  - Received a briefing from the TS Conference chairs on the status of the conference including budget, vaccine requirements, running the hybrid conference, and registrations.
- 2:15pm-2:35pm: Meet with SIGCSE TS 2022-23 Program Chairs
  - Received feedback about hybrid symposium from the Program Chair perspective
- 2:35pm-3:00pm: Finish prep for business meeting - other agenda items
- 3:00pm-3:15pm: Break
- 3:15pm-4:00pm: In-person Open House with SC members and Conference/Program chairs on the ground in Providence
- 4:00pm-4:45pm: Virtual Open House with SC members and Conference/Program chairs who want to join us
  - ICER organizers joined us to discuss hybrid conference planning.
- 4:45pm-5:00pm: SIGCSE TS Site Selection Chairs (Tracy Camp & Laurie Smith-King)
  - Presented information about 2025 sites for the SIGCSE Steering Committee and board to discuss.
- 5:00pm-5:30pm: Additional items and wrap up

Business Meeting Notes

Audience Questions:

- *What was the impact on supporters with hybrid/online?*
    - Received $250,000 from sponsors this year. All except one enthusiastically planned on attending next year. The amount is down a little bit.
        - When we moved to purely online conferences, supporters were less keen to support the event.
        - We appreciate the many supporters who stuck with us over these years.
    - DLPlan played a large role in encouraging supporters to stick with us.
    - For ITiCSE, we will have 4 gold supporters (Keith Quille was supporter liaison) and that money will go to attendees
- *Any pros to having a hybrid symposium? The reason I ask is that because of the nature of our university, many of our students value the flexibility of being online.*
    - The board really does believe in trying to bring as many attendees as possible to the conference. The issue for our budget this year was that the rates for virtual attendees need to be higher in order to make the budget work. And the cost for in-person versus remote attendance is a bit tricky: should face-to-face supplement online, should virtual folks pay their own way, but at a much higher price than this year? Or should we reduce costs for online and provide lower service. These are questions for us to consider for our upcoming conferences.
    - We note that online-only conferences can actually be done much more cheaply. It's the hybrid piece that is so expensive because you have to pay for AV costs, etc. for the hybrid presentations.
- *Is there a way to make the conference cheaper?*
    - It's just hard to do that in a hybrid environment. There are restrictions when we're in professional/conference spaces (e.g., we can't just zoom a session). An option would be to provide an online-only conference weeks after the in-person conference for much lower cost.
- *Kristin Stephens-Martinez (Virtual Chair) made a fantastic point that when we ask for costs to be reduced, it means more work falls on volunteers.*
- *Can we simply raise rates?*
    - The board has tried to avoid raising registration costs. The main way that it's worked is that we've put a lot of weight on our volunteers. We want to avoid burning out volunteers but also avoid passing along the costs to the community. We really owe a great deal of praise to the volunteers in the community.
    - As a way to help the community financially, PLEASE come to Toronto. We really need everyone coming to Toronto to avoid another big loss.
- *Is there a way to help with travel grant funds?*
    - There is a travel grant award and that have donations available and donations to the SIG or the travel grant fund would be well appreciated.
- *Plans to promote the next Technical Symposium even more?*

- The Technical Symposium Steering Committee is looking into ways to promote attendance either physically or remotely.
- *Given the uncertainty and we know that Canada is a risky proposition, is there a way to move to the US next year and move to Canada the following year?*
    - We agree and we tried. However, we were unable to renegotiate the contract with Canada. The cost to get out of the contract was $600k. So we made the choice to try to renegotiate liabilities for the conference.
- *Some faculty can afford higher registration fees. Is there a way to have a higher registration rate voluntarily?*
    - We'll take that back to consider.
    - Answer from Michelle Craig: At least one thing we are doing is asking those people who would normally be offered complimentary registration (for being on the board or the committee) the option to waive that complementary registration and pay instead. [can we get celebrity endorsers]
- We ended the meeting by pointing out that DLPLan will be advertising this summer because our passports will need renewal.

Items we didn't address

Approval of Minutes

- [Minutes February 8th](#)
  - [Confidential Minutes Feb 8th](#)

Activity since the last meeting

- TMRF approvals
  - ITiCSE 2022
- SIGCSE FY 2023 budget sent in to ACM

All Conference Business

Informational Items

-

Action/Discussion Items

-

Symposium Business (Liaison: Manuel)

Informational Items ([Symposium Info](#))

- Report from Registration:
  - To be filled in as needed
- Report from database/web or program:
  - To be filled in as needed
- Report from supporter liaison:
  - To be filled in as needed
-

Action Items

- Site selection:
  - To be filled in if needed
- Chair approvals:
  - To be filled in if needed

-

ITiCSE Business (Liaison: Amber)

Informational Items ([ITiCSE Info](#))

- Steering Committee news: ([Meeting notes](#))
  - Last met: (date)
  - Announcements
- Report from Registration:
  - To be filled in as needed
- Report from database/web or program:
  - To be filled in as needed
- Report from supporter liaison:
  - To be filled in as needed

Action/Discussion Items

- Site selection:
  - To be filled in if needed
- Chair approvals:
  - To be filled in if needed
-

ICER Business (Liaison: Leo)

Informational Items ([ICER Info](#))

- Steering Committee news: ([Meeting notes](#))
  - Last met: 2/21/22
  - Informational
    - SC intends to start an ICER main website and is starting that process.

Action/Discussion Items

- (Leo) Can a member of the SC be appointed as conference chair?
  - We've been trying to find someone willing to serve. Claudia is willing to and Adelaide would be a nice destination. Katrina and Nick Falkner are also there so we have backup, but Claudia is likely to do the organizing work so would be the formal site chair.
    - How are conflicts supposed to be handled?
    - Should we reconsider the rotation?
      - Verdict, we should approve the PC chair before the Site and Site Chair.

- ICER needs to
- (Leo) Minor clarification question from the SC:
  - If an award winner wants to receive their award at ICER, who covers their travel expenses? We assume the board?

CompEd Business (Liaison: Dan)

Informational Items (CompEd Info)

- Steering Committee news: (Meeting notes)
  - Last met: (date)
  - Announcements
- Report from Registration:
  - To be filled in as needed
- Report from database/web or program:
  - To be filled in as needed
- Report from supporter liaison:
  - To be filled in as needed

Action/Discussion Items

- Site selection:
  - To be filled in if needed
- Chair approvals:
  - To be filled in if needed
-

Additional Committees/Outside Collaborations Business

- ACM Diversity & Inclusion Task Force Scholarship Committee
  - Items either informational or action (delete bullet if not needed)
  - Questions from other board members (delete if not needed)
- ACM Ed Board
  - Items either informational or action (delete bullet if not needed)
  - Questions from other board members (delete if not needed)
- Bulletin
  - Items either informational or action (delete bullet if not needed)
  - Questions from other board members (delete if not needed)
- Chairs Roundtable/New Educators Workshop
  - We received one application for each position:
    - Chairs Roundtable - Krishnendu Roy (responses CV)
    - New Educators - Mohammad Azhar (responses CV)
- CRA-WP Sponsorship

- ○ Items either informational or action (delete bullet if not needed)
- ○ Questions from other board members (delete if not needed)
- CS for/by All
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- CSTA Collaboration
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- Historian
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- Listserv Moderators
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- SIGCSE Awards
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- SIGCSE Chapters
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- SIGCSE Committee on Computing Education in Liberal Arts Colleges
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- Social Media Director
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- Special Projects
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)
- Travel Grant
  - ○ Items either informational or action (delete bullet if not needed)
  - ○ Questions from other board members (delete if not needed)

Treasurer's Report

- Documents:
  - ○ FYXX_BoardMeeting_Financial_Report
  - ○ FYXX_Details
- Things to note

Add Agenda Items Here
- [Business Meeting Slides](#)
- Violations DB policy for review: 📄 SIGCSE draft policy regarding ACM Violations DB

Website Additions/Changes/Updates
- List any website changes you may need for your roles here

Next Meeting
- [When is Good for March/April](#)

Parking Lot
- Clean up the following two web pages:
    - https://sigcse.org/policies/approval.html
    - https://sigcse.org/about/volunteers.html
- We have subcommittees and roles - we should document this somewhere so people can "see" what the board does
- New SIGCSE Award for BPC (early-to-mid career)
- Document from last board dealing with tasks for this board (https://drive.google.com/open?id=1CkUPL04pmAt9kEnNxzV8UcmnLmgulNjR)
    - Better use/integration of the shared ACM Google Drive Space
        - Care in access of documents needs to be taken
    - Supporters across all of the SIGCSE conferences
    - Logos and rebranding of the TS
    - Sam Rebelsky has requested that SIGCSE endorse the SIGACCESS conference guidelines: https://www.sigaccess.org/welcome-to-sigaccess/resources/accessible-conference-guide/
    - The CRA-W did not offer the Career Mentoring Workshop at the 2019 Symposium. Someone needs to follow up with them to ask if they intend to offer it again and to encourage them to offer it at a time that doesn't conflict with the New Educators' Workshop. If they won't be offering it again, the Board may want to consider offering the New Educators' Workshop every year instead of every other year.
    - We have had a number of donors to the SIGCSE Travel Grant over the years and while they are recognized with a letter about their donation, little else is done. It would be nice to do a better recognition of those donors our website. (Also, should we rename this award in honor of Henry Walker?)