

SIGCSE Board 2022-2025

Meeting Time: 2024-10-28 and 2024-10-29 @ 9:00am EST, USA

Meeting Location: ACM Headquarters, NYC, NY, USA

Attendees:

Alison Clear, Chair
Jill Denner, Treasurer
Dan Garcia, Secretary
Rodrigo Duran, At Large Member
Yolanda A. Rankin, At Large Member
Judy Sheard, At Large Member
Adrienne Decker, Past Chair

Special Session to discuss the passing of Brett Becker

- Alison shared the news with SIGCSE-MEMBERS on Oct 1
- SIGCSE Bulletin co-editors sent a message to the community to solicit “memories, tributes, and/or photographs” on Oct 21
- **Action:** Alison to speak to the community at SIGCSE Virtual 2024
- **Action:** Alison to speak to the community at SIGCSE TS 2025
- **Action:** Alison to join CompEd as liaison, will inform the steering committee (SC)
- **Action:** Judy to step in as ITiCSE liaison, Alison will inform ITiCSE SC
- **Action:** Rodrigo to step in as SIGCSE Board Vice Chair
- **Action:** Alison to appoint former SIGCSE Board member for rest of 2022-2025 term

Approval of Minutes & Housekeeping

- Minutes 2024-09-17 approved
- Preliminary Approval Form (PAF) completed for RESPECT 2025 and ITiCSE 2025
- In co-operation status granted to CCSC-NW, CCSC-SW, CCSC-SC, and CCSC-CP
- CARES Committee
 - **Action:** Yolanda and Alison to propose CARES structure by Nov meeting
- Approval for Australasian Computing Education conference (ACE) in co-operation
- Approval of ICER 2025 budget
- Julie Smith says next SIGCSE Bulletin deadline is early December

DEIA

- Review of DEIA actions and updating the community.
 - **Action:** The Board will review and provide feedback on the slides Yolanda prepared that captured the DEIA best practices from the conference surveys for each conference.
 - **Action:** After that, all DEIA conference chairs will be invited to co-author a document capturing a union of all best practices; once finalized it will be shared with steering committees

- **Action:** Yolanda to set up Google Doc (and slide for SIGCSE TS Business Mtg) to share with community an update with our progress on our DEIA commitments

SIGCSE Awards

- **Action:** Alison to suggest in Chair's letter to SIGCSE Board 2025-2028 Chair that the Chair have access to the Awards folder as backup
- **Action:** Dan and Judy to take over coordination of SIGCSE Awards, will finish by Dec 1
 - Alison thanks them for their service
- Dan proposes *Early Career Research* award
 - **Motion:** approved
 - **Action:** Dan to draft first version of Terms, and Instructions for nominators and reviewers
- Does *Test of Time* award need its own committee?
 - **Action:** Discuss in SIGCSE TS face-to-face meeting

Website

- Need process for updating and maintaining the website
 - **Action:** Rodrigo will review the website structure and present a new one to the Board in December, including what documents are needed when someone is nominated for a committee position that needs Board approval

Membership

- Discussion of how to increase membership, and have them participate and feel engaged
 - **Action:** Alison will put together list of steps that can be taken to increase membership and will bring them up for discussion at January meeting

Volunteers

- Discussion of how to increase volunteers, have them participate and feel engaged, and make the selection process more transparent
 - **Action:** Alison to add "guidelines for choosing / endorsing volunteers" in a shared doc, Board will review and add to it
 - **Action:** Jill to put together proposal for engaging the community in a way that might increase the number of volunteers
 - **Action:** All of us will contribute to a shared Google Doc that highlights what our role involves (for the next board)

Finances

- Broadly speaking, our income sources are through the digital library, conferences, donations, memberships, interests from our reserves
 - In Portland, we shared that our reserves were \$1.5M for only partial fiscal year 2024 (up from \$1.4M for fiscal year 2023)

- Scott Delman, ACM Director of Publications indicates that the transition to ACM Open should not significantly affect the income we get through digital library
- We have heard that it is not clear how volunteers get reimbursed
 - **Action:** Alison and Jill will create a document for the next board that clearly shows the process for how people in different roles request reimbursement.

Open Access

- Presentation by Scott Delman, ACM Director of Publications
 - **Action:** Rodrigo will share the “ACM Open FAQ as it pertains to SIGCSE” document he is preparing with Scott to make sure everything is correct; then share it with the community.

Steering Committees (SC)

- How are they working? Do they follow a consistent approach? Is all their information on the website?
 - **Action:** SC liaisons to direct SCs to review their policies and practices on the web, assure they are in a consistent place, compare with other conferences to see if there is anything they would like to change, and send updates to the Board who will send to the webmaster
 - **Action:** SC liaisons to share SIGACCESS [“Accessible Conference Guide”](#) with conference chairs

Conferences

- Judy created a spreadsheet analyzing all conferences along different dimensions
 - The Board thanks Judy for putting this together
- Discussion of Hybrid attendance at our conferences
 - **Action:** Jill will take the lead on proposing a task force in charge of coordinating and recommending hybrid models for our conferences

Task Forces

- Task Force could be created to address those issues we have decided need attention that are not served by existing structures, and as a way to engage the community (following SIGCHI’s lead)
 - **Action:** Dan to take lead to propose formal structure for them, answering questions of charge, duration, membership, accountability, progress update frequency, deliverables, financial support, etc.

Visioning Document

- The Board collected their thoughts for the remaining 8 months of work in a visioning document