

CCSC-NW Board Meeting

Date: Saturday 10/6/2001
Location: SPU
Attending: Rob Bryant, Gonzaga U.
George Hauser, PLU, Secretary
Ken Blaha, PLU
David Wolff, PLU
Philip Prins, SPU
Mike Tindal, SPU
Jenny Orr, Willamette
Chuck Burris, SPU

I know I have the attendees list wrong. Would someone please correct me?

At the time of our meeting we did not have a speakers chair.

My notes clearly show us deciding item 5.6 along with 5.5 and yet they seem contradictory. Are we soliciting student papers for this year's conference?

- 1.SPU should talk to David Wolff at PLU about how to make the bulk mailing work.
- 2.Registration of Panel and Tutorials and Workshops will be required with acceptance.
- 3.The webmasters for the regional CCSCs are coordinating to make the sites have a n appearance in common.
- 4.Next year's conference at SPU has the following committee chairs
 - 1.Conference Phil Prins, SPU
 - 2.Site Mike Tindal, SPU
 - 3.Papers Elaine Waltz, SPU
 - 4.Panels & Laurie Murphy, PLU
 - 5.Brochures Tom Ricles, NIC
 - 6.Registration Jerry Roth, Gonzaga
 - 7.Program Jenny Orr, Willamette
 - 8.Speakers ?
 - 9.Authors Ron Tennison, Linfield
 - 10.Vendors Chuck Burris, SPU
- 5.Issues in the 2001-2 schedule
 - 1.Validation of bulk mail is a problem; we need to update our mailing list to include only USPS valid addresses.
 - 2.We will use the bifold format for mailings.
 - 3.We will use email as well as mail for announcements.
 - 4.We will include a student poster/paper solicitation in the announcements.
 - 5.This year will will seek only student posters.
 - 6.Student papers will be reviewed along with all the others. (This confuses me.)
 - 7.To encourage students to come we have a reduced registration that will include the meals. We did not actually specify the rate but it will be around \$50.
 - 8.We need to find about 20 paper referees.

9. We had a problem with inconsistent reviews in the last conference. One referee did not know our criteria and topic spectrum. We will send out review guidelines to referees and will send the authors the comments to the authors.
10. We would like to start having a conference premeeting. SPU will start us on that with next year's conference.
11. We moved the date for getting the reviews to the authors from 4/29 to 5/3 to give some extra time.
12. We all wished that more of the conference work could be done electronically: submission, review, and returning of results.