CCSC:SC Meeting Minutes - December 5, 2008  
Business meeting  
The business meeting convened at 2:00 pm.


- Minutes: J. McGuffee made a motion (2nd by J. Fernandez) to approve meeting minutes from April 2008 and November 2007. Motion passed unanimously.
- Budget:
  - J. Fernandez report from national committee:
    - All budgets preapproved unless major changes
    - Send vendor list to national vendor’s chair, E. Ferguson
    - Centralized database available, perhaps in 2009
  - K. Hartness clarified the copyright form
  - $175 UPE in budget is for student awards
- Future conferences:
  - 2010 – St. Edwards University, James McGuffee (planning meeting, Dec 4, 2009)
  - 2011 – Sam Houston State University, Ken Hartness
  - 2012 – West Texas A&M University, Rajan Alex
  - 2013 – Louisiana State University, Shreveport, Leslie Fife (pending approval in Spring 2009)
  - 2014 – Dallas metropolis area
- Steering Committee Elections at 2009 conference – Sam Karrah will be responsible

Business meeting adjourned at 2:45 pm.

CCSC:SC Meeting Minutes - December 5, 2008  
Planning meeting  
The planning meeting convened at 3:05 pm.


- Reminders:
  - Spring conference is April 24-25, 2009
  - Region web-site (with links to 2009 conference) → http://www.sci.tamucc.edu/ccsc/
- Welcome by T. Kammerdiener
- Business meeting and report from national
  - J. Fernandez, CCSC national board member, reported in the previous meeting
- Selection of conference papers
  - L. Baker: 2009 Region Papers/Program Chair
- 18 of 35 papers selected
- tentative times set for conference activities

• Selection of student papers
  ▪ M. Scherger: 2009 Student Papers Chair
    - 6 of 12 papers selected
    - will be posted at the conference web-site and burned to a CD for distribution

• Selection of Panels, Tutorials and Workshops
  ▪ A. Kahlon: 2009 Panel/Tutorials Chair
    - one panel and three workshops were accepted

• Student Activities
  ▪ W. Denny: 2009 Student Posters Chair
    - none submitted yet; submission deadline is in spring
    - submission requirements will be posted at the conference web-site
    - prizes will be given for posters and for each student paper session
    - gift certificates for total of $300

• Participant and Vendor Registration Information
  ▪ K. Hartness: 2009 Conference Registrar
    - checks made out to CCSC
    - no POs
  ▪ J. McGuffee: 2009 Conference/Region Treasurer
    ▪ National Partners do not have to pay registration fee; all other vendors will have to pay

• Database and Publicity Issues
  ▪ N. Passos: 2009 Publicity Chair
    - publicity in the local area is important

• Moderators Selection
  ▪ T. McGuire will be responsible for session moderators. Send suggestions to him.

• Facilities for 2009 Conference
  ▪ T. Kammerdiener: 2009 Conference Chair
    - described the physical facilities
  ▪ K-P Yang: Local Transportation Coordinator
    - will coordinate and communicate the details
  ▪ M. Asoodeh: Local Banquet/Lunch/Entertainment Coordinator
    - provided a summary of planned events

Planning meeting adjourned at 6:35 pm.