

CCSC:SC Meeting Minutes - December 5, 2008

Business meeting

The business meeting convened at 2:00 pm.

Present: T. Kammerdiener, J. McGuffee, K. Hartness, W. Denny, A. Kahlon, T. McGuire, M. Scherger, K-P Yang, R. Alex, S. Karrah, P. Tedford, L. Baker, J. Fernandez, C. Busch, M. Asoodeh

- 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 metropolitan area
- Steering Committee Elections at 2009 conference – Sam Karrah will be responsible

Business meeting adjourned at 2:45 pm.

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Planning meeting

The planning meeting convened at 3:05 pm.

Present: T. Kammerdiener, J. McGuffee, K. Hartness, W. Denny, A. Kahlon, T. McGuire, M. Scherger, K-P Yang, R. Alex, S. Karrah, P. Tedford, L. Baker, J. Fernandez, C. Busch, M. Asoodeh

- 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.