

**CCSC South Central - Steering Committee Meeting
6 Dec 2013**

Present in person: Vipin Menon, Michael Kart, Anne Marie Eubanks, Laura Baker, Tim McGuire.

Present remotely (conference call or Skype): Tina Johnson, Michael Scherger, Sunny Choi, Leslie Fife

Not present: Shyam Karrah, Kay Kussman.

Meeting commenced at 2 pm @ St Edwards University, Austin, TX

Paper Selection for April Conference

After spirited discussion, 14 of the 20 submitted papers were selected for inclusion in the conference – an **acceptance rate of 70%**.

No student papers were submitted.

Tutorial/Workshop Selection

3 tutorials and 1 workshop were submitted. The workshop was slated as a pre-conference workshop for Friday morning, with the keynote following lunch.

Program

The selection of tutorial time slots and paper groupings was discussed.

The keynote speaker from IBM was announced.

Rooms were worked out. Meal plans were presented.

Need moderators.

Conference Discussion

Board member terms expiring and need for elections at the Friday Dinner.

Discussion of conference roles, to include: Treasurer, Registrar and Publicity.

Local equipment needs for presenters was discussed, with St. Edwards taking care of this.

Budget

Registration cost unchanged from last year. \$135 regular, \$145 regular late, \$45 student.

Process to request \$200 in Best Buy gift cards for student awards explained. Treasurer assigned to handle this request and the resulting paperwork.

Historical Record

Decision was made to add the Steering Committee information to the program each year and to link to a copy of the program for all past years (where practical) as an historical record.

Announcements/Dates

11-12 April 2014 Conference at St. Edwards.

7 April 2014 Student Poster deadline.

17 Mar 2014 Early Registration ends.

15 Jan 2014 All authors must have papers and forms completed and registration submitted.

Adjourned: 345 pm. Submitted by Leslie Fife