



**CCSC South Central - Steering Committee Meeting
5 Dec 2014**

Present: Michael Kart, Laura Baker, Tim McGuire, Tina Johnson, Michael Scherger, Bilal Shebero, Anne Marie Eubanks

Not present: Shyam Karrah, Kay Kussman, Sunny Choi, Leslie Fife, Vipin Menon

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

Marketing & attendance was discussed. Tina Johnson's term as treasurer comes up at the conference, she volunteered for marketing. Tim McGuire mentioned that the national level is looking into this also. Lightening sessions were brought up as a way to entice attendance. Student Showcases were also mentioned, student showcase will be first come, first serve – space for 10 spots. Spots consist of a table or floor space and an electrical outlet.

Paper Selection for April Conference

9 of the 15 submitted papers were selected for inclusion in the conference – an **acceptance rate of 60%**.

4 student papers were submitted, 3 accepted.

Tutorial/Workshop Selection

10 tutorials and 2 workshops were submitted. One workshop accepted and was slated as a pre-conference workshop for Friday morning, with the keynote following lunch. Six tutorials accepted.

Program

The selection of tutorial time slots and paper groupings was discussed. Session times were changed.

Paper presentations are an hour each; 15 minute presentation with 5 minute Q&A. Tutorials are also an hour, grouped in 2 sessions.

Due to the success of the student posters, the time of the sessions were adjusted to provide a full hour to accommodate. Student showcases will be at this time.

Rooms were worked out.

Publicity was discussed again; Tina Johnson & Katherine Stringfellow will look into this.

Need moderators.

Conference Discussion

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

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

Budget

Registration cost: \$130 regular, \$135 late, \$50 student. Cost of extra: Proceedings \$10, Lunch \$10, Dinner \$15.

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

Announcements/Dates

17-18 April 2015 Conference at St. Edwards.

13 April 2015 Student Poster and Student Showcase abstracts deadline.

23 Mar 2015 Early Registration ends.

15 Jan 2015 All authors must have papers and forms completed and registration submitted.

Website Configuration

Tim McGuire

Laura Baker will notify Sunny Choi to change the early registration on the website

Adjourned: 545pm. Submitted by Anne Marie Eubanks