

## **CCSC: SC Minutes of April 22<sup>nd</sup>, 2006**

Meeting commenced at approximately 1:15pm.

Present at meeting: Catherine Stringfellow, chair; Tim McGuire, Ken Hartness, Mike Asoodeh, James McGuffee, Charlotte Busch, Nelson Passos, William Denney, Pam Langley, Sharon Weber, Laura Baker, John Fernandez, John Howland, Barbara Owens

Discussed the following:

- Steering committee appointments
  - John Fernandez was appointed Treasurer
  - Tim was appointed Secretary
  - Ken agreed to continue as Registrar
  - Kay volunteered as Programming Contest Chair
- Deadlines set
  - Nov. 6, 2006 for professional papers
  - Nov. 22, 2006 for student papers, panels, and tutorials
  - Jan. 15, 2007 for registration of authors being published
  - March 17, 2007 for student posters
  - March 17, 2007 for all other registrations
- Registration fees for students
  - Motion to have a reduced rate for students at \$45 passed
  - All students pay, including those coming for programming contest
  - Exception – local student volunteers working the conference
- John Howland agreed to check with colleagues on software for programming contest and Kay volunteered to run the contest.
- Discussion on past student awards
  - Mike and Laura will send to John list of student winners
  - Reviewed awards for 2004 - \$200 (2 \$75 and 1 \$50 for graduate and undergraduate students)
  - Reviewed awards for 2006 - \$250 (2 \$75 and 2 \$50 for graduate and undergraduate students)
  - Agreed upon \$300 for student paper and poster awards for 2007 - \$150 for graduate and \$150 for undergraduate. Need to decide how to divide up.
  - Followup on making sure past winners received their awards
  - Kay proposed getting business to donate money for plaques and certificates
- Need for a formal way to register for
  - programming contest by individual and team
  - preconference workshop
- Budget procedures discussed
- Tabled discussion on making someone an honorary member of the steering committee for SC region.
- Date of December 1, 2006 set as planning committee meeting in Wichita Falls, Texas at Midwestern State University.
- Meeting adjourned at approximately 2:15pm