CCSC:SC Steering Committee Meeting at Southeastern Louisiana University
Minutes April 25, 2009


- Meeting convened at 7:30 am by James McGuffee <jameswm@stedwards.edu>, chair of 2010 conference.

- Newly elected members to the Steering Committee:
  - Terms ending in 2010
    - William Denny <denny@mcneese.edu>, McNeese State University
  - Terms ending in 2012
    - Leslie Fife <leslie.fife@lsus.edu>, LSU Shreveport
    - Kay Kussmann <kkussman@mcneese.edu>, McNeese State University
    - Amardeep Kahlon <akahlon@austincc.edu>, Austin Community College

- The 21st meeting of CCSC-SC will be April 23-24, 2010 in Austin @ St. Edward's University, with lodging at Wyndham (w/ conf rates for April & Fall planning meetings).

- Officers/Responsibilities:
  - Papers/Program Chair – L. Baker
  - Panels/Tutorials Chair – A. Kahlon
  - Student Papers Chair – M. Scherger
  - Student Project Posters Chair – S. Karrah
  - Publicity Chair – N. Passos
  - Conference Treasurer – R. Alex
  - Conference Registrar – L. Fife
  - Webmaster – P. Tedford
  - National Representative – T. McGuire
  - Moderator Coordinator – W. Denny

- Discussion/suggestions on ways to improve the conference:
  - Posters:
    - Need specs on website
      - No demos, etc.
      - Make sure location/time of poster session is clear on schedule
      - See if less competition with other events is possible.
  - Student presentations:
    - Need more time
    - Probably should start keynote earlier
  - Papers need presenter bio, not author bio
- 2010 Conference Calendar:
  o Nov 9, 2009 – Professional papers due
  o Nov 13, 2009 – Professional papers released to reviewers
  o Nov 30, 2009 – Professional paper reviews due
  o Nov 16, 2009 – Student papers due (get deadlines from M. Scherger)
  o Dec 25, 2009 – Panels and Tutorials due
  o TBA – Electronic reviews due back to papers chair
  o Dec 4, 2009 – Steering Committee planning meeting
  o Dec 7, 2009 – Professional and student paper authors notified (email) of paper status
  o TBA – Professional and student author registrations due
  o TBA – Final electronic versions of accepted professional papers & student papers due
  o Apr 12, 2010 – Student poster abstracts due
  o Apr 23 & 24, 2010 – Conference

- Conference Hosts:
  o - 2010 St. Edward’s University, Austin TX (J. McGuffee)
  o - 2011 Sam Houston State University, Huntsville, TX (K. Hartness)
  o - 2012 West Texas A&M University (R. Alex)
  o - 2013 LSU Shreveport (L. Fife)