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Minutes of Fall Board Meeting
October 7-8, 2010
George Fox University, Newberg, Oregon

Meeting called to order at 7:10pm by President Bob Neufeld.

Voting Members Present: Bob Neufeld, President; Laura Baker, Vice President; John Meinke, Publications Chair; Bill Myers, Treasurer; Brent Wilson, Northwestern; Deborah Hwang, Midwest; Lawrence D'Antonio, Northeastern; Tim McGuire, SouthCentral; Pat Ormond, RockyMountain; Scott Sigman, CentralPlains; Linda Sherrell, Midsouth; Elizabeth(Liz) Adams, Eastern;

Voting Members Absent: Jim Aman, Membership Chair; Kevin Treu, Southeastern; Kim Kihlstrom, Southwestern;

Non-Voting Members Present: Will Mitchell, Conference Coordinator;

1. Introductions and Miscellaneous

- a. Bob Neufeld asked each member to introduce themselves
- b. Bob Neufeld asked for additions to the annotated agenda, none were requested.
- c. Bob Neufeld asked about Board presence at the last Saturday conference session scheduled so that members of the region and attendees of the conference could have an opportunity to interact with the Board. Several members planned to be present.
- d. Bob discussed the possibility of the existence of a Standard Operating Procedures manual for the Board. There does not seem to be a method to record procedures and Board actions that do not involve bylaws or standing rules. Bob suggested that the Board consider an archive of some type that would allow various actions to be recorded for easy search. Bob conferred with Myles McNally about the possibility of such an archive on the website, possibly password protected. Liz Adams suggested a wiki might be useful. If anyone has ideas let Bob know via email.

2. Reports

Reports were distributed prior to the meeting and Board members were given the opportunity to amend and/or highlight as needed. (Fully amended reports in Appendix).

- a. **Vice President** Laura Baker – no additions.
- b. **Central Plains** – Scott Sigman – date of conference should be 2011 in report.
- c. **Eastern** – Liz Adams – 2011 conference will be held at Marymount College in Arlington, Virginia. Registration on-line was available at Eastern conference through host universities, this issue needs consideration.
- d. **Midsouth** – Linda Sherrell – no additions.
- e. **Midwest** – Deborah Hwang – no additions.
- f. **Northeastern** – Lawrence D'Antonio – conference had 55 more faculty attendees than previous year.

- g. **Northwestern** - Brent Wilson – conference starts Friday at 1pm sharp. George Fox University is excited to host conference and their President will speak before the keynote.
- h. **Rocky Mountain** – Pat Ormond – 2009 Rocky Mountain conference was held at San Juan College in New Mexico.
- i. **South Central** - Tim McGuire – no changes.
- j. **Southeastern** - Kevin Treu – region chose 2011 conference site at Furman University 1st or 2nd weekend in November(changed on report) to be announced after fall conference.
- k. **Southwestern** – Kim Kihlstrom – no changes.
- l. **Publications** – John Meinke - Discussion of professional papers accepted to conferences and submitted by students. Questions were raised about student memberships and the fact that students may not be professional members in the Consortium and therefore do not pay the professional membership fee.

Motion Pat Ormond moved and Liz Adams seconded to move the discussion of student authors submitting professional papers to new business on the agenda. *The motion passed unanimously.*

The Memorandum of Understanding(MOU) with the ACM was discussed. Regional Paper Chairs should specify required copyright information in author instructions for paper submissions.

- m. **National Partners** - Paul Wiedemeier asked for assistance in printing the names of our National Partners in all regional conference programs. CCSC has agreed to place the National Partners logos on the CCSC home page and conferences are asked to link to the National Partners website (<http://www.ccsc.org/home/partners.htm>) instead of listing the National Partners on regional websites. Further discussion is needed at the Spring meeting.
- n. **Suggestions for the webmaster** – A request to place a link to ACM digital library on the CCSC home site was made. This should make it easier for locating papers in the CCSC Journal.
- o. **UPE** – Liz Adams - UPE has graciously voted to increase their support of CCSC so that each region will receive \$200 each year for support of student activities and prizes. Each region is expected to report back to Liz Adams about how the money was used to support students at the conference. This information will then be forwarded to UPE.
Motion Liz Adams moved and John Meinke seconded that any money received from UPE for support of student activities at regional conferences be divided evenly among all those regions that :
 - 1) use the money for student activities and publicize the UPE support in awarding them
 - 2) publicize UPE support on conference webpages and other documents

Motion passed unanimously.

- p. **Treasurer** – Bill Myers - Note about tax returns IRS may soon be requiring 1099 forms for all money over \$600. Sales tax exemptions forms are now available for many states and regions should send form location (website) to the Treasurer. Bill Myers will fill out these forms for the regions to obtain sales tax exemptions.

Motion: Liz Adams moved and Deborah Hwang seconded to recess the board meeting at 10:45pm. *Motion passed unanimously.* The meeting will start again at 9am on Friday, October 8th.

***** Meeting called to order at 9:00am, October 8, 2010 by President Bob Neufeld at George Fox University, Newberg, Oregon.**

Treasurer cont'd - Rob Bryant (comptroller) sends a baseline budget to each region's representative and treasurer after a previous budget has been approved. Conference chairs should request this baseline budget 12-18 months prior to hosting the conference. Conference chairs should submit their region's preliminary budget to Rob Bryant for approval, which if approved, is sent to Bill Myers, then sent to Board for official vote.

Bill Myers requested that all students and/or members who receive cash or gift card prizes at any conference sign a specific form indicating cash was received. This specific form can be found on the CCSC website under Regions/Regional Administration.(Note: this form will be placed there, a request has been put in to put the cash received form, and other conference forms at that location on the CCSC website).

Insurance liability – conferences should enter their school as an additional insured on the form, sent to conference hosts. This should be done whether or not the school wishes to have their name listed. The contact person listed on the form should be a local site representative or host. These actions save substantial money on conference insurance. The Treasurer discussed the possibility of finding other conference liability insurance carriers.

Motion Liz Adams moved and Pat Ormond seconded to give the Treasurer authority to evaluate and choose insurance carriers for Consortium liability insurance. *The motion passed unanimously.*

- q. National Partners - from Paul Wiedemeier, National Partners Chair
- 1) Membership Lists: Panasonic has requested access to the CCSC membership list. The Consortium is not able to provide such a membership list at this time due to issues with the national database.
 - 2) Many of our current National Partner contacts and both of our new National Partner contacts have expressed a “strong” desire to present at the regional conferences. Unfortunately, no progress was made on this task. National Partners need to provide a contact person for conferences to work with. Individual conferences should be able to contact these partners to ask for presentations at their conferences.

3. Committees

- a. Finance Committee - Liz Adams and John Meinke agreed to serve on this committee.
- b. Service Committee – Scott Sigman, Larry D'Antonio, Linda Sherrell agreed to serve on this committee. The service committee is charged with :
 - 1) putting information about the Service award on the website in coordination with Myles McNally.
 - 2) addressing questions on the modified service committee – composition, duties of members, and eligibility rules.
 - 3) gathering nominations for the service award.

Motion: Laura Baker moved and Liz Adams seconded to change the name of the Service committee to the Service Recognition committee. *Motion passed unanimously.*

Motion: John Meinke moved and Pat Ormond seconded to approve the addition of the Service Recognition committee to the first standing rule for Article IX, Committees: “The Consortium committees include the following standing committees: Nominating Committee, Finance Committee, Publications Committee, Audit Committee, and Service Recognition Committee.” and specifying the duties of that committee with a new Standing Rule 6 for Article IX:

6. Service Recognition Committee, consisting of three members appointed by the President with terms staggered so that one member is appointed each fall to a three-year term, whose duty it shall be:

- a. To receive nominations for service awards from CCSC members;
- b. To ensure that all nomination materials are in order;
- c. To review those nominations; and
- d. To recommend nominations for service awards to the National Board at the Fall Board Meeting.

The motion passed unanimously.

- c. Bylaws Revision Committee - Discussion of possible change to bylaws under part C:
C. Individuals with Special Responsibilities and Evaluation
Section C describes “Individuals with Special Duties” appointed by the board, currently being the Conference Coordinator, Webmaster, National Partners Chair, Associate Editors of the Journal, Comptroller, and Database Administrator. The standing rules call for an evaluation of the need for these positions as well as a decision regarding the frequency of supported attendance at board meetings by these individuals. This committee brought a proposal which was discussed considerably at the Spring 2010 board meeting. The Board discussed these positions and might need to look at who these positions report to – other officers or to the

Board as a whole. No action was taken.

Motion Scott Sigman moved and Pat Ormond seconded to table the discussion of bylaws part D until more information is examined. *The motion passed unanimously.*

Bylaws change removing Newsletter language was previously approved by the board. This proposed change to the bylaws needs to be published to the general membership at least thirty days in advance of the Annual Meeting and then submitted for a vote by the membership at the spring general election.

- d. Nominating Committee - The Nominating Committee is chaired by the Vice-President. Four openings need to be filled by election by the general membership: Central Plains, Eastern, Midwest, and Southwestern Regional Representatives. Deborah Hwang and Larry D'Antonio volunteered to serve on the Nominating Committee with the Vice-President.
- e. Audit Committee - The committee report from spring 2010 is available through President Bob Neufeld. The report includes some recommendations regarding procedures used in accounting and accounting software.

4. Location of Spring 2011 and Fall 2011 Board Meetings

- a. Previous action has set the Spring 2011 board meeting for Wednesday evening, March 9, 2011 and the annual business meeting for Friday, March 11, 2011 both in conjunction with SIGCSE in Dallas. We do have preliminary confirmation of rooms for these meetings and for the Audit Committee to meet that Wednesday evening.
- b. Fall board meeting rotation schedule depends on conference scheduling. In order to have minimal conflict with other fall conferences the fall Board meeting for 2011 should be held at the Southeastern conference at Furman University.
Motion Liz Adams moved and Larry D'Antonio seconded to schedule the Fall Board meeting at Southeastern in Fall 2011 pending approval of the site by the Southeastern regional board (either November 4-5, 2011 or Nov. 11-12, 2010) and to schedule the Fall 2012 meeting at the Rocky Mountain conference slated for Boulder, Colorado. *The motion passed unanimously.*

5. National Registration and Database System

Brent Wilson reported that he was unable to have on-line registration for fall conferences. Brent wants to continue to pursue on-line registration for fall 2011. Several conferences were able to take on-line payments through the host universities. There is still a need for a national on-line registration and payment system. A current system is being evaluated for use with registration and possibly paper reviewers. The system needs to be integrated into a master national database and tied into a merchant services system for payment.

Brent requested data (membership) from spring 2010 and fall 2010 conference chairs in a spreadsheet format for the current year in order to bypass the national database until the issues with the database can be resolved. Regional representatives shall also forward the spreadsheet to

Bill Myers.

Concerns about using a new system over all the regions were raised. Brent Wilson will have a national beta test of the new system ready for all regions by March 2011. The new system will provide support for regions to phase in the system.

Motion: Deborah Hwang moved and Liz Adams seconded to charge Brent Wilson and Jim Aman to move forward with beta testing and use of a conference tool management system to be available for fall 2011 conferences. *The motion passed unanimously.*

New Business

- a. EBSCO: Consortium has been contacted by EBSCO Publishing about having the Journal included in their database. No action was taken on this issue.
- b. Open forum with the board at the Northwest conference is scheduled at 11:15am on Saturday during the conference.

Motion Liz Adams moved, Linda Sherrell seconded the meeting be adjourned at 11:30am. *The motion passed unanimously.*

Respectfully submitted,

Laura J. Baker, Vice-President

Agenda

Reports

Officers, Regional Representatives, and Other Reports

Board Meetings

Location of the Fall 2011 CCSC Board Meeting

Appointments

Nominating Committee

Service Committee

Finance Committee

Audit Committee

Service Recognition

Details of implementation and publicity

Bylaw and Standing Rules Changes

Bylaws change re. Newsletter has been approved by board

Standing Rules changes on Service Committee

and "Individuals with Special Responsibilities"

Paper Submission and Review System

Subcommittee report

Budgets and Financial

Audit Committee

Submission and approval of Regional Budgets

Treasurer's Presentation

Liability Insurance

As may arise ...

Registration and Database Systems

Coming from Kim Kihlstrom, Southwestern Regional Representative as New Business:

We would like to request the capability for online conference registrations including online payment. We believe that this will be significant in increasing conference registration, participation, and attendance.

Status of database system

- and online registration

Training and publicity

State of the Consortium

Other Old Business

New Business

From Paul Wiedemeier, National Partners Chair

- 1) Membership Lists: Panasonic has requested access to the CCSC membership list.

I respectfully ask the National Board to discuss this request at the October 2010 board meeting so that I can provide our Panasonic contact with a reply to her request.

- 2) Many of our current National Partner contacts and both of our new National Partner contacts have expressed a “strong” desire to present at the regional conferences. Unfortunately, I am not making progress on the task I was assigned by the National Board at the October 2009 board meeting.

I respectfully ask the National Board to discuss allowing our National Partners to ability to present at the regional conferences under the current National Partners program.?

Report of the President

Bob Neufeld

I'd like to begin by expressing my personal thanks and the appreciation of the Consortium to Myles McNally for his service as the first officer to serve two years as Vice President/President Elect and then two years as President. I have appreciated his leadership and commitment to the Consortium. Myles continues as webmaster. Thanks are due to all board members, voting and non-voting, and the multitude of other volunteers who make CCSC possible.

Joining the board are Laura Baker as Vice President/President Elect and two new regional representatives, Linda Sherrell for MidSouth, and Pat Ormond, Rocky Mountain. Laura has previous service as South Central representative to the board. I look forward to meeting and working with these new board members. Larry D'Antonio was re-elected as Northeastern representative.

In preparation for this meeting, I've reviewed the president's reports from the past five fall board meetings. In the words of Yogi Berra, "This is like deja vu all over again." In 2005, Jim Aman set out agenda items including bylaws revisions, issues regarding database functionality, paper submission and review system, adding structure to the "National Vendor Program."

While those bylaws revisions *and subsequent ones* were approved, Susan Dean (2006 and 2007) refers to "implementation details" of the Standing Rules in support of the bylaws. Work continues on aligning standing rules with practice and should be completed before our annual business meeting. Other items from Pres. Aman's report appear on our current agenda.

Susan Dean's presidential reports emphasized *Communication* and *Responsiveness*, both of which are needed now as much as ever. In Susan's words, "We at the national level exist to serve the regional conferences and our membership as a whole, plain and simple." For regional representatives, this involves communicating board actions and directives to the appropriate regional members while also relaying regional concerns to the board.

One avenue for enhancing *Communication* and *Responsiveness* is the open forum that is scheduled with the NW region on Saturday at their conference. I encourage as many board members as possible to attend and participate, in part to see whether this is something we should continue. In preparation for this session, I've compiled a "starter list" of services provided to the regions. There are certainly others, not all used equally by all regions.

CCSC National provides:

- Financial support or guarantee for regional conferences
- Liability insurance coverage for regional conferences and other CCSC events
- SIGCSE in-cooperation agreements
- *Journal of Computing Sciences in Colleges*
- Handling of copyrights and arrangements to place accepted papers in the ACM DLL
- Incorporation and support to handle IRS and nonprofit status
- Mechanism for financial support through National Partners and UPE
- What else?

I look forward to our board meetings, to handling some of the details that keep the organization moving,

and also to considering some of our reason for continued existence.

**Report of the Vice President
Laura Baker**

During this period the Vice President tallied and recorded six Board votes conducted by email. The results are listed below. Approved regional conference budgets may be found in the appendix.

Results of Board Actions Conducted by Email

April 3, 2010: The Board voted on the following motion, submitted by John Meinke and seconded by Bob Neufeld, which read

1. The changes to the bylaws per the document dated 24 March 2010 and entitled Proposal to remove the use of ³Newsletter² from the Bylaws and Standing Rules, submitted to the Board prior to the March 2010 Board meeting, be approved by the Board for submission to the general membership for voting in Spring 2011;

And

2. The changes to the standing rules per the document dated 24 March 2010 and entitled Proposal to remove the use of ³Newsletter² from the Bylaws and Standing Rules, submitted to the Board prior to the March 2010 Board meeting, be adopted by the Board for immediate implementation.

The motion passed with 13 votes for, 0 votes against, and 2 individuals not voting.

April 12, 2010: The Board voted on the following motion, submitted by Bob Neufeld and seconded by John Meinke, which read

Approval of the minutes of the 2010 CCSC Annual Meeting (as circulated)

The motion passed with 13 votes for, 0 votes against, and 2 individuals not voting.

April 22, 2010: The Board voted on the following motion, submitted by Bob Neufeld and seconded by Tim McGuire, which read

Approval of the minutes of the 2010 CCSC Spring Board Meeting (as circulated)

The motion passed with 11 votes for, 0 votes against, 1 abstention, and 3 members not voting.

May 25, 2010: The Board voted on the following motion from the Finance Committee which read

The Finance Committee moves and seconds the attached budget for the Consortium for 2010-11.

The motion passed with 13 votes for, 0 votes against, and 2 members not voting.

June 17, 2010: The Board voted on the following motion, submitted by Bill Myers and seconded by Bob Neufeld to

Approve the budget for the 2011 Northeast Conference as distributed by Bill Myers.

The motion passed with 14 votes for, 0 votes against, and 1 member not voting.

September 17, 2010: The Board voted on the following motion, submitted by Bill Myers and seconded by John Meinke which read

Adoption of the circulated budget for CCSC Midwest 2010 conference.

The motion passed with 13 votes for, 0 votes against and 2 members not voting.

Central Plains Region Report

Scott Sigman

Regional Election

Scott Bell of Kansas State University was elected Secretary and Michael Rogers of Northwest Missouri State was elected Web Master. Curtis Cooper of the University of Central Missouri has been appointed by the Regional Steering Committee to fill the last year of Gary Schmidt's term.

Central Plains Conference 2010

Our conference was hosted by Park University. Wen Hsin was the conference chair. The conference schedule included a pre-conference workshop: *jGRASP : An Integrated Development Environment With Intuitive Visualizations For Teaching Hard Concepts In JAVA* was presented by James Cross, Auburn University. The pre-conference workshop was sponsored by ACM SIGCSE. Our keynote speaker was Rebecca Mercuri, Notable Software. Her talk was entitled *Forensics in the CompSci Classroom*. The banquet speaker was Carol Browning, Drury University. Her talk was entitled *Planetary Adventures: My Life As A NASA Software Engineer*. The conference sponsored a poster contest, a web site contest, and a programming contest for students.

Student Web Site Contest Winners

We had four students compete in the Student Web Contest. Finalists were:

- Best Overall Web Site - Scott J. Kneder, Creighton University
- Best Use of Technology – Adrian Chia, Graceland University
- Best Visual Design - Shilpa Nadimpalli, Tufts University

Due to the declining interest in the contest, 2010 was the last year that Central Plains will sponsor this contest.

Student Programming Contest Winners

We had 51 students from 9 universities participate in the programming contest. Interest and participation in the programming contest across the last three years has been robust. Support for the programming contest was provided by Cerner Corporation.

Student Poster Contest

We had 9 students submit posters. Finalists were:

- 1st Place - Abbey Trotta, Overland Park, Kansas (Missouri University of Science and Technology)
- 2nd Place - Stephen Beery, Atchison, Kansas (Benedictine University)
- 3rd Place - Susan E. Brownawell, Fulton, Missouri (?? University) and Matt Mueller, Perryville, Missouri (?? University)

Central Plains Conference 2011

Our conference for 2011 will be hosted by University of Central Missouri, Warrensburg, Missouri on April 8 & 9, 2011. Mahmoud Yousef will be the conference chair. Conference highlights will include Nifty Assignments, a SIGCSE sponsored workshop, a student poster contest, and a student programming contest. Conference details can be found at <http://www.ccsc.org/centralplains>.

Future Conferences

Our 2012 conference will be hosted by Ozarks Technical College in Springfield, Missouri. George Gibeau of Ozarks Technical College will be the conference chair. We are looking for hosts for our 2013 and 2014 conferences.

Respectively submitted by:
Scott Sigman, Central Plains Representative

Eastern Region Report
Elizabeth S. Adams

Note that this report is being written and submitted before our 26th Fall 2010 Conference which will be held on October 15th and 16th at Juniata College in Huntingdon, Pennsylvania. It is being co-chaired by Jerry Kruse, John Wright and Bill Thomas of Juniata College. This year's theme is "*Getting There is Half the Fun*". The website for the conference is

<http://projects.juniata.edu/ccsce10/index.shtml>

The program as of September 14th can be found at

<http://projects.juniata.edu/ccsce10/pdf/Program2010.pdf>

The following colleagues are members of the conference committee:

Co-Chairs : [Jerry Kruse](#), [John Wright](#), and [Bill Thomas](#), Juniata College

Registration: is being handled by [Juniata College](#)

Local Arrangements: [John Wright](#) and [Jerry Kruse](#), Juniata College

Papers: [Pete DePasquale](#), The College of New Jersey

Panels, Workshops, and Tutorials: [Karen Watt](#), Mount Aloysius College and [T.J. Highley](#), La Salle University

Nifty Ideas & Lightning Talks: [Mohsen Chitsaz](#), [Michael Flinn](#) and [Heather Amthauer](#), Frostburg State University

Student & Faculty Posters: [Dave Hovemeyer](#), York College of Pennsylvania

Undergraduate Programming Contest: [Michael Black](#), American University - Coordinator, [Joel Pheasant](#), Juniata College - Technical Support, and [Juniata College](#) - Registrations

Speakers: [Donna Schaeffer](#) and [Michelle Liu](#), Marymount University

Vendors: [Juniata College](#)

Web Site: [John Wright](#) and [Bill Thomas](#), Juniata College

K-12: [Kathleen Jones](#), Juniata College

The keynote speaker will be David Molchany, Deputy County Executive, Fairfax County Government, Va whose talk is titled: "Technology-enabled Public Engagement"

The Friday night dinner speaker will be Ken Navarro, Top charting, award winning and Grammy nominated contemporary jazz guitarist and composer whose presentation is titled: "Music and Computer Technology"

In addition the program contains 14 quality papers, five fascinating tutorials and nine innovative workshops (three pre-conference and six in-conference) as well as a session on Lightning Talks and Nifty Ideas. The conference is continuing and expanding CCSC's outreach to the K-12 community. The program also include Faculty and Student Poster presentations.

Registration categories are shown below. Online registration using a credit card was available through Juniata College.

Type	Early	Regular	On Site
Standard	\$135	\$155	\$175
Student	\$35	\$45	\$55
K-12 Teacher	\$50	\$60	\$70
*Vendor	\$150	\$200	\$200

*CCSC National Partners have no vendor fee

There was no fee this year for workshops.

The CCSCE-2010 Collegiate Programming Contest will be held on Saturday, October 16, 2010, from 8:00am-1:30 pm. Prizes will be awarded courtesy of Upsilon Pi Epsilon. Registration is \$45 per team - includes Saturday Lunch for student participants. Students who are registered as members of a programming team may attend all regular conference sessions except the Friday evening banquet and pre-conference workshops. The team coach needs to register as a regular conference attendee.

The 27th Annual Conference will be held in 2012 at Marymount College in Arlington, Virginia. The Call for Participation is being prepared and will be distributed at this year's conference and at SIGCSE and other venues. It will be posted on the web as soon as this year's conference has completed. The dates for the conference are October 14th and 15th 2011.

The 28th Annual Conference will be held in 2012 at Richard Stockton College of New Jersey in Pomona, New Jersey and the 29th Annual Conference will be held in 2013 at American University in Washington, DC

Respectfully submitted by Elizabeth Adams,
Eastern Regional Representative.

Midsouth Regional Report
Linda Sherrell

2009 Conference

The Eighth Mid-South Conference was held at Harding University in Searcy, Arkansas on March 26-27, 2010. Gabriel Ferrer was the Conference Chair and Tim Baird was the Site Chair.

Twenty papers were selected for presentation out of 34 submissions. All reviewing was completed blind with no one reviewing a paper from his/her school. Of the reviews, fifteen papers had three reviews, eighteen papers had four reviews, and one paper had five reviews. Nineteen papers were published in the proceedings as one author withdrew his paper. For the first time this year, there were presentation sessions (two) devoted to Nifty Assignments. These sessions were very popular. There were also five tutorials and two workshops. There were seventeen teams that participated in the Programming Contest. The winners were:

- First Place: Harding Black, Harding University

- Second Place: Quantum Fuzzy, University of Central Arkansas

- Third Place: SBU Freshmen, Southwest Baptist University

2011 Conference

The 2011 Conference will be held at the University of Central Arkansas in Conway, Arkansas on April 1-2. Overall conference chair will be Larry Morell and Vamsi Paruchuri will be the site chair.

2012 Conference

The 2012 Conference will be held at Union University in Jackson, Tennessee. The site chair will be Max Haifei Li.

Additional News

Gabriel Ferrer from Hendrix College in Conway, Arkansas has been elected Regional Board Chair.

Respectfully submitted,
Linda Sherrell

Midwest Regional Report

Midwest Conference 2010

The 2010 Midwest Conference Committee met on May 1, 2010, at Franklin College, Franklin, IN, to set the program. 17 papers were submitted of which 12 were accepted. 5 outstanding tutorials and/or workshops were submitted of which 4 were accepted as tutorials and 1 was accepted as the pre-conference workshop entitled *Developing Android Applications*. In addition there is a Nifty Assignments and Tools panel.

The 2010 Midwest Conference was held on September 24-25, at Franklin College in Franklin, IN. The conference was well attended with 54 regular participants, 30 student participants, and 7 programming contest only participants. The keynote speaker, Mark Guzdial from the Georgia Institute of Technology, gave an excellent talk entitled, *Meeting Everyone's Need for Computing*. The dinner speaker was Jan Cuny from NSF, who gave a thought-provoking talk on *Changing What's Happening in High School Computer Science*.

The conference had its usual format of 2-3 parallel tracks of paper, tutorial, and panels/special sessions. Once again there was a student poster competition and a student programming contest.

There were 4 student poster submissions. The winners were:

First place	Peter Terlep, DePauw University	<i>Scaling the Novel Algorithm for Tim Synchronization in Wireless Sensor Networks</i>
First place	Kurt O'Hearn, Grand Valley State University	<i>Accelerating the Computation and Verification of Molecular Collision Models</i>
Second place	Tammy Weeks, Grand Valley State University	<i>Genetics in the Cloud</i>
Third place	Jonathan Shidal, Catherine Baker, Jianlin Fang, Yi Wang, DePauw University	<i>Malware Identification in Peer-to-Peer Networks</i>

Taylor University once again provided the programming contest submission system. 11 teams from 9 schools participated. 9 teams solved as least one of the 7 problems posed. The winners were:

First place	Edinboro University	5 correct solutions
Second place	Southwest Baptist University	4 correct solutions
Third place	Taylor University	3 correct solutions

A good time was had by all.

Midwest Conference 2011

The 2011 Midwest Conference Committee will meet on October 30, 2010, at Huntington University, Huntington, IN. The conference will be September 23-24, 2011, at Huntington University with Deborah Hwang, University of Evansville, serving as Conference Chair, and Jeff Lehman serving as Site Chair.

Steering Committee

The Midwest Region Steering Committee met on May 1, 2010, at Franklin College. The main agenda item was construction of the 2011 Conference budget. This budget was subsequently approved by the National Board without changes. Discussion regarding future sites and chairs for 2012 and beyond continues. Subsequent to this meeting, John Ross, Indiana University-Kokomo, agreed to serve as the Conference Chair for CCSC:MW 2012.

At the annual Midwest Region General Business Meeting held on September 24, 2010, at Franklin College, the following Steering Committee elections were held. Janet Helwig, Dominican University, was elected to a 3-year term as Regional Registrar. Paul Gestwicki, Ball State University, was elected to a 3-year term as an At-Large member of the Steering Committee. The next meeting of the Steering Committee will be held virtually when a possible site for 2012 has been identified.

Respectfully submitted,
Deborah J. Hwang, Midwest Representative

Northeast Region Report

Lawrence D'Antonio

2010 Conference

The Fifteenth Annual CCSCNE conference was held April 16-17, 2009 at the University of Hartford in Hartford, Connecticut. Attendance was up greatly from last year, with a final total of 333 attendees, an all time record for CCSCNE. The conference had 154 regular (faculty) attendees (up 55 from last year) and 179 student attendees (up 57 from last year), including 26 programming contest teams and 43 student posters. We had 19 faculty posters (up 15 posters from last year).

There were 52 papers submitted of which 22 were accepted. This represents an acceptance rate of 43%. This represents the largest number of submissions since 2000. In addition the conference will feature four panels, four tutorials, and three pre-conference workshops. For the first time ever we did demo sessions, where the presenter can present a pedagogical tool, a classroom activity or courseware. We had three demos for this conference, but hope to increase the number next year.

There were two excellent invited speakers. Fran Allen, IBM Fellow Emerita, IBM T. J. Watson Research Center, Recipient of ACM's 2006 Turing Award spoke on *Is Computing at a Tipping Point? A Personal Perspective* and Alison Young, Chair of Department of Computing Christchurch Polytechnic Institute of Technology, spoke on *Computing and Sustainability: An ICT Project in the High Andes*.

The programming contest took place on Friday morning. The student posters were displayed during the Friday evening social hour.

There were three vendors who exhibited at the conference.

- EMC Corporation
- Cengage Learning
- Spectrum Industries

The conference committee was introduced for the 2011 conference, the Sixteenth Annual Meeting, which is to be held at Western New England College, April 15-16. The conference chairs are Stoney Jackson of WNEC and Karl Wurst of Worcester State College.

The deadline for paper submission for the 2011 conference is November 19, 2010. The deadline for panels, tutorials, demos, and workshops is December 3, 2010. Faculty posters are due January 14, 2011. Student poster abstracts are due February 25, 2010. All are encouraged to submit a paper, panel, tutorial, workshop, tutorial, demo, or poster.

Other Items

1. The 2012 conference will be held at Quinnipiac University on April 27-28. Mark Hoffman will be the conference chair.

2. The 2013 conference will be held at Siena College, near Albany, NY. Darren Lim will be the conference chair. The date hasn't been set yet.

Respectfully submitted, September 10, 2010
Lawrence D'Antonio

Northwestern Region Report

Brent Wilson

Our 12th annual conference will be held October 8th and 9th at George Fox University in Newberg, Oregon.

We want to offer a special welcome and thank you to all of the National Board for attending.

Conference highlights include keynote address by Michael Wolfe, a compiler engineer with The Portland Group. The conference hosts two primary tracks, one for papers and one for tutorials and workshops. The Computer Science and Information Systems department has also donated an iPod Touch to be given away in a drawing at Saturday's luncheon. Also the Friday banquet will be held at the Evergreen Air and Space Museum (<http://www.sprucegoose.org>).

Northwestern Conference 2011 will be held at Washington State University-Tri-Cities campus. Dates are not confirmed but October 7th and 8th 2011 are under consideration.

Northwestern Conference 2012 is looking for a host institution preferably in western Washington State.

Rocky Mountain Region Report **Pat Ormond**

Rocky Mountain Conference 2009

Eighteenth Annual CCSC: Rocky Mountain Conference

October 16-17, 2009 San Juan College Farmington, NM

Thanks to our National Vendor and Sponsors: Course Technology/Cengage Learning, Epic, Microsoft, Pearson, Ridge Soft, Wiley, and Upsilon Pi Epsilon for your investment in education. It's because of them that these conferences continue to exist.

Conference Steering Committee

Conference Chair: Pat Ormond: Utah Valley State College, ormondpa@uvu.edu
Site Chair: Tim Reeves: San Juan College, reeves@sanjuancollege.edu
Registration Chair: Victoria Eisele: Front Range CC, victoria.eisele@frontrange.edu
Program Chair: Jerry Shultz: Metropolitan State College of Denver, shultzj@mscd.edu
Papers Co-Chairs: Terry Scott: Univ. Northern Colorado, tscott@fisher.unco.edu
Noel LeJune: Metropolitan State College, lejeunen@mscd.edu
Web Site: Doug Medin: Western New Mexico, medin@cs.wnmu.edu
Publicity: Aaron Gordon: Fort Lewis College, gordon_a@fortlewis.edu
Proceedings: Jean Johnson: Black Hills State Univ, jeanjohnson@bhsu.ed
Representative to Board: Ernest Carey, Utah Valley State College, careyer@uvu.edu
Treasurer: Ernest Carey, Utah Valley State College, careyer@uvu.edu

Paper, panel, tutorial and workshop contributions were solicited on all topics in Computing (CS, IS, & IT). Rocky Mountain Conference is designed to promote exchange of information among university, college, and community college faculty concerned with the teaching of computer science and computer information systems at the undergraduate level.

Important Dates

Deadline for Abstracts for all submissions	April 18
Deadline for Papers, Panels, tutorials and Workshop submissions	May 16
Notification of Acceptance	on or before June 26
Deadline for final draft and registration payment	July 11

The refereed papers presented at this conference underwent an extensive review process that included three double-blind reviews by professionals in the field. A higher than usual percentage of the submitted papers were accepted to be presented at the conference and published in The Journal for Computing Sciences in Colleges.

The 2009 conference offered a variety of professional activities including two invited talks (keynote speaker: Randy Guthrie, PHD from Microsoft - topic "Current CS & IT Hiring Trends: Why Microsoft Has 8000 Unfilled Jobs" and Banquet speaker, Dr. Gerald Williams, Associate Professor of Mathematics, San Juan College – topic "The Pulse of the Universe", ten refereed paper presentations, two tutorials, and vendor exhibits. The sessions included a broad spectrum of topics such as: virtual reality, custom e-books (green books), personal response systems, security, library-provided data structures, Google (sites, groups, & documents), and operating systems for mobile computing plus a workshop on Nifty Assignments. Many grad

students attended the conference and last minute student projects were presented.

Conference Registration Fees	
Early registration	\$135
(includes one year membership in CCSC)	
On-Site Registration (Late)	\$145
Student Registration	\$35

Rocky Mountain Conference 2010

Our 19th Annual RMCCSC Conference for 2010 will be hosted by Front Range Community College in Fort Collins, Colorado. The conference will be October 15-16, 2010. The Steering Committee thanks the following national sponsors for their support:

Association for Computing Machinery Special Interest Group on Computer Science Education

Upsilon Pi Epsilon Honor Society

Cengage Learning

Microsoft Corporation

Shodor

Turing's Craft

Steering Committee for the 2010 RMCCSC Conference

Board Representative: Pat Ormond Utah Valley University ormondpa@uvu.edu Just recently elected
Conference Chair: Tim Reeves San Juan College reevest@sanjuancollege.edu
Site Chair: Victoria Eisele Front Range Community College victoria.eisele@frontrange.edu
Registration Chair: Karina Assiter Wentworth Institute of Technology assiterk@wit.edu
Treasurer: Pat Ormond Utah Valley University ormondpa@uvu.edu Just recently elected
Publicity Co-Chair: Terry Scott University of Northern Colorado tscott@sher.unco.edu
Publicity Co-Chair: Fangyang Shen Northern New Mexico College fangyangshen@gmail.com
Webmaster: Aaron Gordon Fort Lewis College gordon_a@fortlewis.edu
Program Chair: Jerry Shultz Metropolitan State College of Denver shultzj@mscd.edu
Papers Co-Chair: Noel Lejeune Metropolitan State College of Denver lejeunen@mscd.edu
Papers Co-Chair: Terry Scott University of Northern Colorado tscott@fisher.unco.edu
Proceedings: Jean Johnson Black Hills State University jeanjohnson@bhsu.edu
Moderators Chair: Victoria Eisele Front Range Community College victoria.eisele@frontrange.edu

Conference highlights include the following: Keynote address by Dr. Jan Cuny, National Science Foundation, good food and a banquet speaker(not known at time of report), Two professional tracks filled with engaging presentations, another track filled with workshops and tutorials, and we always have poster contest/programming contests but have not seen them on the schedule at this time.

Conference details are at <http://www.ccsc.org/rockymt/>

Rocky Mountain Conferences 2011

Our 2011 conference will be hosted by Utah Valley University in Orem, Utah October 14-15, 2011.

The Rocky Mountain CCSC Conference would like to extend the invitation to the National Board to come to Utah Valley University for its Fall Board meeting.

Rocky Mountain Conferences 2012

Our 2012 conference will be held in Boulder, Colorado October 12-13, 2012. More details forthcoming!

Respectfully submitted,
Pat Ormond, Rocky Mountain Regional Representative

South Central Region Report
Tim McGuire

Saint Edward's University in Austin, Texas hosted the CCSC:SCC 2010 conference on April 23-24, 2010. Dr. James McGuffee was the conference chair. Thirty-one papers were submitted and 15 were accepted (49% acceptance rate) for publication. In addition, the conference included one pre-conference workshop, and six tutorial sessions. Three student papers were presented as well as several student posters. Student papers and abstracts of posters are included in the CCSC-SC *Student Paper E-Journal*, Volume 3, <http://www.sci.tamucc.edu/ccsc/E-Journal/2010/>.

2011 South Central Conference

Sam Houston State University in Huntsville, TX will be the site of the 2011 conference. It is scheduled for April 15-16. The date is earlier than usual since Easter falls on the preferred weekend. Dr. Ken Hartness will be the conference chair. Dr. Henry Neeman, director of the Oklahoma Supercomputing Center for Education and Research, will be the keynote speaker. A Steering Committee planning meeting is scheduled for December 3, 2010 in Huntsville.

Future Conferences

The SCC Steering Committee has selected the following future (tentative) conference sites:

- 2011 Sam Houston State University, Huntsville, TX
- 2012 West Texas A&M University, Canyon, TX
- 2013 Louisiana State University at Shreveport, LA
- 2014 University of Texas -- Dallas, Dallas, TX

Respectfully submitted,
Tim McGuire

Southeast Region Report

Kevin Treu

Fall 2010 Southeastern Conference

The 24th CCSC Southeastern Conference is scheduled for Nov 12-13 in Atlanta, GA at Spelman College. James Hale and Al Watkins are the site chairs, Kevin Treu (Furman) is chairing the regional board; Laurie White and Andy Digh (Mercer) are program co-chairs. Other regional board members are Julia Benson-Slaughter (local registrar, Georgia Perimeter), Susan Dean (publicity, UMUC – Maryland in Europe), Bruce Hungerford (treasurer, Dalton State), Anil Shende (2009 site chair, Roanoke), Jane Ingram (2009 site chair, Roanoke), Bill Myers (at-large, Belmont Abbey), Kera Watkins (secretary, Georgia Southern), John Meinke (Proceedings Editor, UMUC – Maryland in Europe), and Robert Lover (at-large, Belmont Abbey).

The members of the local conference committee are:

- Local Arrangements Chair: James Hale
- Local Publicity Chair: Al Watkins
- Speakers Chair: Andrea Lawrence
- Vendors Chair: Iretta Kears
- Corporate Sponsors Chair: Shalese Lane
- Programming Contest Directors: Andy Digh, Chris Healy
- Student Research Contest Director: Anil Shende

The scheduled program includes 12 papers, 7 tutorials, 1 panel discussion, and a session of student presentations from our student research competition. A total of 21 regular papers were submitted of which 8 were accepted outright and another 4 accepted conditionally (acceptance rate 57%).

A pre-conference workshop entitled "Adventures in Desktop Supercomputing" will be presented by Dr. David Kaeli of Northeastern University (scheduled from 8:30 a.m. to 11:30 on Friday, November 12).

Dr. Juan Gilbert of Clemson will give the keynote address "voiceTEXT: A Safer Alternative to Texting While Driving". Dr. Loretta Moore of Jackson State University will give the banquet address "Achieving Success Through Global Partnerships (or at least Global Understanding)".

Student activities consist of a programming contest and a student research contest. Registrations have begun to be received for our 17th annual programming contest. Five submissions have been received for the student research contest.

Winners in each of the competitions will be announced at the conclusion of the conference on Saturday, Nov 13.

2011 CCSC:Southeastern Conference

Furman University will host the 2011 conference on either Nov. 4-5 or Nov 11-12th.

Respectfully submitted,
Kevin Treu

Southwestern Report
Kim P. Kihlstrom

Preliminary

Our regional officers are the following:

- Region Chair: Ani Nahapetian, UCLA
- Treasurer and Registrar: June Porto, Mira Costa College
- Secretary: Irena Kageorgis
- Webmaster: Paul McQuesten
- Editor: Michael Doherty, University of the Pacific
- Regional Representative: Kim Kihlstrom, Westmont College

Southwestern Conference 2010

Our third conference was held on March 26-27 at California Lutheran University in Thousand Oaks. The conference went well. The keynotes, papers, tutorials, and panels were all well received.

- Myungsook Klassen of California Lutheran University was the conference chair. The site chair was Chang-Shyh Peng of California Lutheran University.
- There were 29 regular registrations and 9 student registrations.
- Dr. Andrew Begel of Microsoft Research, Dr. Paul Dourish of the University of California, Irvine, and Dr. Guy-Alain Amoussou, Program Officer, Undergraduate Education, NSF gave excellent keynote addresses.
- Eleven papers were accepted out of fifteen submitted for a 73% acceptance rate.
- Three tutorials/workshops were accepted out of four submitted for a 75% acceptance rate.
- One panel was presented
- We elected the following:
 - Irena Kageorgis, Secretary

Southwestern Conference 2011

The 2011 Southwestern Conference Committee met on Saturday, September 18, 2010 at Loyola Marymount University and will meet again in January. The conference will be held Friday and Saturday, April 1 and 2, 2011 at Loyola Marymount University in Los Angeles.

The following deadlines were determined:

Papers, Panels, tutorials, and workshops: November 22, 2010
Author Notification: January 7, 2011
Author Registration deadline: January 21, 2011
Camera Ready deadline: January 21, 2011
Student Poster Abstracts: March 1, 2011

The members of the 2011 Southwestern conference committee are:

function	name	email
Conference Chair	Stephanie E. August, Loyola Marymount University	saugust@lmu.edu
Site Chair: local arrangements	Chiquitta Johnson, Raytheon	Chiquitta.O.Johnson@gmail.com
Paper Chair: collect submissions, supervise referees	Michael Doherty, University of the Pacific	mdoherty@pacific.edu
Author Chair: publication	Peter Gabrovsky, CSU Northridge	peterg@csun.edu
Student posters	Kim Kihlstrom, Westmont College	kimkihls@westmont.edu
Speakers	Jim Blythe, USC	blythe@isi.edu
Panels & Tutorials	Tzu-Yi Chen, Pomona College	tzuyi@cs.pomona.edu
Partners & exhibitors	Myungsook Klassen, California Lutheran University	mklassen@clunet.edu

New Business

We would like to request the capability for on-line conference registrations including on-line payment. We believe that this will be significant in increasing conference registration, participation, and attendance.

National Partner Chair Report

Paul Wiedemeier

Current Partners: Microsoft, turingscraft, Shodor, and Cengage Learning are currently our National Partners. I recently sent electronic mail to each of our National Partner contacts asking whether their organization intends to continue their sponsorship during 2010-2011. To date, only David Arnow from turingscraft has verbally confirmed their renewal. I have enlisted the help of Bill Myers to work with David and secure turingcraft's payment.

New Partners: I recently received confirmation from representatives from both Panasonic and the National Science Foundation that their organizations will become National Partners during 2010-2011. As with David Arnow and turingscraft, I have asked Bill Myers to work with these organizations to secure their payments. Once payment has been received, I will ask Myles McNally to place the new National Partners' logos on the National Partners website.

Potential Partners: A representative from Oracle contacted me during the summer 2010 and requested information regarding our National Partners program. I am in discussions with this individual and have sent them an electronic copy of the brochure that describes the National Partners program as well as the application form they can use to enroll in the program.

Publicity & Outreach: I updated the brochure that describes the National Partners program. The updated brochure also lists the future sites and dates for each regional conference. At my request, Myles McNally placed this document on the National Partners webpage. I also updated the application form that organizations use to enroll in the National Partners program. Myles McNally placed this document in two locations within the CCSC website; the Regional Administration webpage and the National Partners webpage.

I solicit your assistance in printing the names of our National Partners in all regional conference programs. I also ask that you link to the National Partners website (<http://www.ccsc.org/home/partners.htm>) instead of listing the National Partners on your regional websites.

Regional Conference Participation: In August 2010, I sent electronic mail to representatives from each of the fall regional conferences. In the electronic mail I stated that I would contact each of the National Partners to determine which of the regional conferences they intended to attend. Soon after, I sent electronic mail to each of our National Partner contacts asking which fall 2010 and spring 2011 regional conferences their organizations plan to attend. I am waiting for responses.

Membership Lists: Panasonic has requested access to the CCSC membership list.

I respectfully ask the National Board to discuss this request at the October 2010 board meeting so that I can provide our Panasonic contact with a reply to her request.

Partner Presentation Topics: At the October 2009 board meeting, I was tasked with compiling a list of possible presentation topics that our National Partners could present at the regional conferences. The idea was that if the regional conference committees had a list of topics our National Partners could present, then they would be more willing to ask the National Partners to present at their conferences. In doing so, we also satisfy past requests by our National Partners to present at the regional conferences.

During the fall 2009, I sent electronic mail to each of our National Partner contacts asking them to submit a list of possible presentation topics. While I received positive feedback concerning the possibility of presenting at the regional conferences, not one of our National Partner contacts submitted presentation topics. During the 2010 ACM SIGCSE Conference, I spoke with each of our National Partner contacts and reiterated our desire for them to provide a list of possible presentation topics. While each contact again expressed interest, to date, I have not received any presentation topics.

Many of our current National Partner contacts and both of our new National Partner contacts have expressed a “strong” desire to present at the regional conferences. Unfortunately, I am not making progress on the task I was assigned by the National Board at the October 2009 board meeting.

I respectfully ask the National Board to discuss allowing our National Partners to ability to present at the regional conferences under the current National Partners program.

Respectfully submitted,
Paul D. Wiedemeier

Publications Chair Report John Meinke

Fall 2010 Conferences

A summary of the statistics for the fall conferences follows:

Conference	Number Papers	Average Size	Panels/tutorials/...	Average Size	Page Count	Acceptance rate
Northwest	6	7	3	2	50	46%
Midwest	11	8	7	2	106	70%
Rocky Mountain	19	8	3	2	166	69%
Southeastern	12	7	8	2.4	108	57%
Eastern	14	6	8	1.6	125	--

I think that we need to look very carefully at the number of papers accepted by the individual conferences and the acceptance rates. Northwest remained the same as last year, although with a reduction in the number of panels/tutorials. Their acceptance rate was comparable to last year (43%). Midwest had an acceptance rate of 70% while last year's acceptance rate for the same number of papers was 50%, this year's significantly higher. Rocky Mountain did not report their acceptance rate last year but indicated that it was high, but the total number of papers accepted last year was 10, so there is close to a 100% increase in the number of accepted papers – good for a good conference! Southeastern's acceptance rate was 57% for 12 papers while last year they had an acceptance rate of 62% with 22 papers accepted. Eastern was typically our largest conference, the reason it stands alone as a separate issue of the *Journal*. They are down from 22 accepted papers last year (with an acceptance rate of 58%) to 14 accepted papers, a significant reduction. A high page count is certainly not an issue this Fall. The three issues of the *Journal* that will go out will have overall page counts of 168, 288, and 136, a total of 592, far short of the 1000+ that we were dealing with a few years ago. However, it appears that at least for the present we might have topped off on our conferences, submissions, and attendance.

Once again, my thanks to the editorial team, Susan Dean and George Benjamin, as well as the folks I worked with from the individual conferences: Jeff Lehman, Jean Johnson, Sharon Tuttle, Pete DePasquale, and Andy Digh. My thanks also to our printer, Montrose Publishing.

There are periodic inquiries regarding LaTeX submissions. We simply don't have the software available to work with LaTeX. Without appropriate software as well as a learning curve to accomplish the interface between various forms of submissions we cannot accept LaTeX submissions. However, we do have guidelines (see below, general manuscript preparation guidelines) on translating LaTeX files into

Word files.

Manuscript formatting

One proof-reader has consistently commented on inconsistencies in manuscripts printed. We do have guidelines that are available on the web for manuscript submission. Authors should be strongly encouraged to follow those guidelines. It becomes very obvious when looking at the references – formatting varies all over the map. It is not reasonable to expect the editors to go back and do that reformatting. I have asked our WebMaster to create a page on the CCSC web site containing the current copyright form, general manuscript preparation guidelines, manuscript formatting guidelines, and conference paper chair guidelines. Following these guidelines will assist greatly in the final document preparation.

I believe that there will be a separate report on the manuscript submission software that Eastern piloted this Fall. From my end it appeared to work fine, and Pete DePasquale indicated satisfaction with it. One feature that we did not use was subscribing me to it so that I could download manuscripts directly. That feature appears to be there, which would be most helpful. It is much better on my end if I can pull manuscripts as they arrive rather than waiting for the papers person from the conference to send them to me in one big bunch. That way I can be working on them ahead of time and can attempt to stay caught up.

Electronic proceedings

ACM has given a guideline of 2-3 weeks to get the *Journal* into the Digital Library. As soon as the blue line for the manuscript has been checked the individual papers are submitted to ACM for posting. It is a system that is working well. As of this report all proceedings all Fall 2010 conference proceedings exceeded that 2-3 week guideline, so should be available in digital format prior to the conferences.

I am attaching a copy of the Memorandum of Understanding(MOU) that we have with ACM regarding our proceedings being published in the ACM Digital Library. We do retain the copyright. This is a new form that I signed this year – in previous years there was a generic form.

We received a request for one of the issues of the *Journal* that was prior to when we started posting to the Digital Archives. ACM was willing to post volume 15 number 3 (March 2000). Unfortunately, at the time I was backing everything up on the zip drives – the computer with the drivers no longer “lives” and without the drivers I was unable to resurrect those files. Will Mitchell came to the rescue – provided the pdf for that issue and ACM now has that one posted. Thanks, Will.

Copyright forms

ACM requires the revised copyright form that we are now using. Of particular importance is the statement regarding third party material. That has to do with copyright infringement. Authors need to be aware of this – by signing that form they are either stating that they are not using any third party material or that they have permission to use it – and backing up that with the evidence of the permission.

UPE Report

The International Honor Society for Computer Science, is currently sponsoring awards for student achievement at regional CCSC conferences. Each region will receive \$200 each year for support of student activities and prizes.

Comptroller's Report Rob Bryant

The table below shows the comptroller's status of regional budgets as of September 7, 2010. The MW region is awaiting board approval for their 2011 budget and all other budgets are at the regional level in that I have not received the next in line budget for processing. Reminder notices indicating the next budget year to be submitted were emailed to all regions at the end of June along with their appropriate baseline budgets.

CCSC Comptroller Regional budget status as of 9/7/2010:

Region <u>-conf. term</u>	Baseline yr & date <u>sent to region</u>	Budget yr & date <u>rcvd from region</u>	Comptroller Approval <u>sent to treasurer</u>	approved by <u>board</u>	Next budget <u>needed</u>
CP-SPR	2012: 6/21/2010				2012
EA - FA	2012: 6/21/2010				2012
MS - SPR	2011: 6/21/2010				2011
MW - FA	2011: 9/20/2009	2011: 5/20/2010	2011: 5/20/2010		2011
NE - SPR	2012: 6/21/2010				2012
NW - FA	2011: 6/21/2010				2011
RM - FA	2011: 6/21/2010				2011
SC - SPR	2012: 6/21/2010				2012
SE - FA	2011: 6/21/2010				2011
SW - SPR	2011: 6/21/2010				2011

Respectfully submitted,
Rob Bryant, CCSC Comptroller

Treasurer's Report
Bill Myers

1. Financial Report for 2008-09.

Attached find the final report for 2008-09 with a few corrections that do not affect the tax return. (On review, I noted that a number of internal transfers were improperly recorded.)

2. Financial Report for 2009-10

Attached find the report for 2009-10 as of September 15. (I was still receiving bills a week before this, and I have only estimates to use for the head tax charges.)

3. Conference Budgets

The following conferences need to have budgets approved at the meeting (or soon thereafter); submit your proposed budgets to Rob ASAP:

- Southwestern 2011
- MidSouth 2011
- North Western 2011
- Rocky Mountain 2011
- Southeastern 2011

The following budgets should be submitted to Rob before December, so that they can be acted upon before the Spring meeting:

- Southwestern 2012
- Northeastern 2012
- Central Plains 2012
- MidSouth 2012
- South Central 2012

4. Updates on National Partners

We have been contacted by several new organizations wishing to be National Partners. Remember that if we receive more than three memberships, your conference can overspend your budget by \$100 for each additional member. Tell your regional treasurer to use these funds when there is a need to overspend on any item.

5. Possible Effects of Health Insurance Reform

New reporting requirements are possible as early as January, requiring businesses to file 1099 forms for all entities to which they pay \$600 or more in a calendar. This may mean that we will be asked for more W-9 forms and that we may need to collect W-9 forms.

6. Finance Committee

Members need to be appointed for the year.

7. Sales Tax

I have received sales tax exemption for the state of North Carolina and think that I have the form to use the state of Indiana. I now have the documents that can be used in other states. If you will send me the appropriate forms for other states, I will file them.

Membership Report

Jim Aman

Total membership as of September 22, 2010, including individuals who pay their dues independently stands between 510 and 720. The former is the number of actual memberships the DBA could pull from the database; the latter is the number of labels used for the most recent distribution of the Journal. The disparity was noted in my spring report and could not be resolved over the summer for reasons now apparent to the Board. It is my hope that the DBA and I can agree upon a real number by the end of the year.

The new database system has been delayed and no completion date can be offered at this time.

Conferences are using either the new conference system or the conventional method for handling registrations at this time. With the DBA now active to some degree, updates on the conversion process can be sent to Board members as we move toward the spring meeting.

Each year, one or two conference registrars have reported that the current database refuses to accept any form of date entry and prevents them from creating a conference. The DBA has had to create the conference manually. This is not a consistent problem so finding the cause and crafting a solution has not been possible. There has been only one serious problem as a result, and it will be discussed individually with the Regional Representative.

Bylaws Revision Sub-committee Report
John Meinke, Will Mitchell, Bob Neufeld

At the Fall 2009 board meeting, this committee was charged with three tasks pertaining to bylaws and standing rules.

A. Newsletter Issue

The first task was triggered by the demise of the printed newsletter and the fact that the bylaws and standing rules referred to the newsletter. This situation was remedied by removing references to the newsletter from the bylaws and standing rules, an action approved by an email vote of the board on April 3, 2010. Bylaws amendments must be ratified by the general membership. See Article XV for the full details but, briefly, proposed amendments which have been approved by the board must be presented to the membership at least thirty days prior to the annual business meeting and then submitted to a vote as part of the general election.

B. Service Committee

At the same Fall 2009 meeting, the board approved a service recognition program which included a Service Committee. This committee was charged with placing the Service Committee into the standing rules. The Bylaws article on committees follows:

ARTICLE IX - COMMITTEES

1. The President of the Board of the Consortium may create committees as needed.
2. The following standing committees shall be established: Nominating, Finance.

This committee does not see a need for a change to the bylaws here. The change could be achieved by adding a Service Committee to the first standing rule for Article IX, Committees: “The Consortium committees include the following standing committees: Nominating Committee, Finance Committee, Publications Committee, Audit Committee, and Service Committee.” and specifying the duties of that committee with a new Standing Rule 6 for Article IX:

6. Service Committee, consisting of three members appointed by the President with terms staggered so that one member is appointed each fall to a three-year term, whose duty it shall be:
 - a. To receive nominations for service awards from CCSC members;
 - b. To ensure that all nomination materials are in order;
 - c. To review those nominations; and
 - d. To recommend nominations for service awards to the National Board at the Fall Board Meeting.

The committee brings this for discussion and possible action. Inasmuch as it pertains only to standing rules, it could be ratified by board action in an email vote yet this fall, allowing the Service Committee to function for next fall.

C. Individuals with Special Responsibilities and Evaluation

Briefly this deals with “Individuals with Special Duties” appointed by the board, currently being the Conference Coordinator, Webmaster, National Partners Chair, Associate Editors of the Journal, Comptroller, and Database Administrator. The standing rules call for an evaluation of the need for these positions as well as a decision regarding the frequency of *supported* attendance at board meetings by these individuals. This committee brought a proposal which was discussed considerably at the Spring 2010 board meeting. We anticipate presenting a possible standing rules revision pertaining to these positions either at or prior to this board meeting. After hearing board reaction and discussion, we can proceed with that revision, modify it based on discussion, or start over.

D. Officer Election Language Correction

The committee brings a fourth proposal which does not result from a charge of the board but rather corrects a “technical” problem. The following appears in Article VI, number 7, “The Vice President will be elected for a two year term to be followed by a two year term as President.” Then in Article VI, number 8, we read “The President, Vice-President, and the Regional Representatives shall be elected by mail ballot pursuant to Article IV ...” which is in conflict with number 7 and with actual practice. We propose to simply remove election of the president from number 8 as follows (first sentence only):

The ~~President,~~ Vice-President, and the Regional Representatives shall be elected by mail ballot pursuant to Article IV of these Bylaws from the nominees presented by the Nominating Committee (Article IX) at the Annual Meeting plus additional qualified nominations, if any, made at or prior to the Annual Meeting of the Consortium.

Note that this is a bylaws change so requires approval by the board and posting for the membership at least thirty days prior to the annual business meeting. After that, approval by the membership proceeds with the annual election.

- Bob Neufeld
For the Bylaws Revision Subcommittee

Appendices

MOU between the (ACM) and the Consortium for Computing Sciences in Colleges

MOU between the Association for Computing Machinery (ACM) and the Consortium for Computing Sciences in Colleges

TITLE OF NON-ACM WORKS: Various issues of Journal of Computing Sciences in Colleges

PUBLISHER/OWNER: Consortium for Computing Sciences in Colleges

TITLE OF ACM PUBLICATION: ACM Digital Library

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*Small-performing rights and/or synchronization licenses must be secured to include copyrighted musical compositions.

For Consortium for Computing Sciences in Colleges:


SIGNATURE

JOHN MEINKE 31 AUG 2010

PRINT NAME and DATE

Meals - Total			
Breaks-Friday	80	\$7	\$560
Breaks-Saturday			\$0
Reception			\$0
Banquet	80	\$22	\$1,760
Saturday Breakfast	95	\$8	\$760
Saturday Breakfast (prog. Teams)			\$0
Luncheon (prog. Teams)			\$0
Luncheon (Sat.)	95	\$13	\$1,235
Entertainment			
Transportation			
Rentals			\$350
Student Awards			\$300
Faculty Awards			
Consortium Membership			\$1,000
Other Expenses			
	Total		\$11,730
	Balance		\$0

Northeast 2011 Budget

Region: Northeast

Baseline Budget year: 2011
 host: Western New England
 College

Approved by the Board on June 17, 2010

Income	#	each	total
Registrations - Full - Early	120	\$125	\$15,000
Registrations - Full - Late			\$0
Registrations - Full - On-Site	10	\$155	\$1,550
Registrations - Student - early	120	\$50	\$6,000
Registrations - Student - late			\$0
Registrations - K-12 early			\$0
Registrations - K-12 late			\$0
Registrations - Progr Teams	30	\$50	\$1,500
Registrations - student web			\$0
Workshop - early			\$0
Workshop - late			\$0
Extra Meals			
Banquet	10	\$30	\$300
Lunch (Saturday)	134	\$10	\$1,374
Extra Proceedings	15	\$10	\$150
Vendors Registration	5	\$250	\$1,250
Vendors Presentations			\$0
National Partners	3	\$100	\$300
Industry Sponsorship			
UPE Sponsorship			\$120
Grants			
Other Income			
Total			\$27,544
Expenses			
Steering Com. Travel Ex.			\$2,000
Steering Com. Meeting Ex.			
Phone/Fax			\$200
Postage for publicity			
Postage other			
Office Supplies			\$350
Brochure Printing/Duplicating			\$480
Publicity (printing, other formats)			
Signage			
Speaker Expenses	2	\$650	\$1,300
Consortium Head Tax	130	\$41	\$5,330
Extra Proceedings	15	\$6	\$90
Meals - Total			
Breaks-Friday (4-5)	219	\$4	\$876
Breaks-Saturday (11-11:30)	219	\$5	\$1,095
Reception (Friday noon)	232	\$10	\$2,378

Banquet (Friday)	241	\$25	\$6,025
Saturday Breakfast	219	\$8	\$1,752
Friday Breakfast (prog. Teams)	90	\$8	\$720
Luncheon (prog. Teams; see reception)			
Luncheon (Sat.)	134	\$10	\$1,374
Entertainment			
Transportation			
Rentals			
Student Awards			\$765
Faculty Awards			
Consortium Membership			\$1,000
Other Expenses			\$119
Total			\$25,854
Balance			\$1,690

**Minutes of CCSC Spring Board meeting
March 20, 2010 Milwaukee, Wisconsin
Reported by Susan Dean**

Meeting was called to order at 7:05 PM by Vice-President Bob Neufeld, in the absence of President Myles McNally.

Voting Members Present:

Bob Neufeld, Vice President; John Meinke, Publications Chair; Bill Myers, Treasurer; Jim Aman, Membership Chair; Elizabeth (Liz) Adams, Eastern (and UPE Coordinator); David Naugler, Midsouth; Deborah Hwang, Midwest; Lawrence D=Antonio, Northeastern; Ernest Carey, Rocky Mountain; Tim McGuire, South Central; Kevin Treu, Southeastern; Kim Kihlstrom; Southwestern.

Voting Members Absent:

Myles McNally, President (and Webmaster); Scott Sigman, Central Plains; Brent Wilson, Northwestern (and Database Coordinator).

Non-Voting Members Present:

Susan Dean; Will Mitchell, Conference Coordinator; Rob Bryant, Comptroller; Paul Wiedemeier, National Partners Chair.

Bob Neufeld appointed Susan Dean, former Board member and former President, as non-voting minutes-taker.

Peter DePasquale, Papers Chair, Eastern made a brief informal presentation of information that has been added to the Paper Submission Committee=s report.

1. Reports

Reports had been distributed prior to the meeting; Board members were given opportunity to highlight and/or amend as needed.

- a. Vice President Neufeld - Thanked Ernest Carey for his service, as he is not a candidate for re-election in the upcoming election..
- b. Regional Reports: Additions as follows were made to the published reports:
 - * Central Plains - Bob Neufeld reported that the conference dates for 2012 are Mar 30-31.
 - * Eastern - Elizabeth Adams B 2012 probably at Richard Stockton College in NJ, hopefully 2013 will be at American University.
 - * Northeast - Larry D=Antonio B 2012 conference will probably be held at Quinnipiac University. He also relayed concerns about the responsibilities of the host site regarding materials sent by National Partners.
 - * South Central - Tim McGuire B one correction B post-conference workshop has been cancelled by the presenters. Tentative dates are 27-28 Apr for 2012.
 - * Southwestern - Kim Kihlstrom - 2011 will be held either 1/2 Apr or 15/16 Apr.

- c. Publications Chair
 - * Reviewers need to be vigilant in watching for possible plagiarism.
 - * John Meinke needs names and contact information for the regional editors, and for this information to be updated to him when they change.
 - * John Meinke needs to receive the final versions of papers no later than six weeks before the first conference in the A pair@ of the two conferences whose papers are published in one issue of the *Journal*).

- d. Treasurer
 - * Detailed report will be presented later; items are being clarified as Bill Myers prepares the tax return; overall, the CCSC has about approximately \$14,000 more net inflow for 2008-9 than for the previous year.
 - * Treasurer is reworking some accounting categories to more easily conform to needs for tax reports, and will communicate these changes to regional treasurers.
 - * Treasurer will from now on pay only invoices that include company name and phone numbers, and only expenses submitted on the new Travel Form or Reimbursement Form. These must be submitted in electronic form. He will communicate this to the regional treasurers.

- e. Comptroller=s report - deferred until after the Audit Committee meeting finished.

- f. Membership (Jim Aman, also reporting for Database Administrator Brent Wilson)
 - * Membership is approximately 450, with a more precise count to be reported once data has been entered for several conferences whose regions inaccurately showed no members.
 - * The new database system is not ready. Brent has found an open source system, and Jim will send the URL to the CCSC Board members to try it out. Brent anticipates going Alive@ with conference registrations in May 2010.
 - * Considerable discussion included concerns regarding data deletion as opposed to membership expiration, can data be migrated from the current system (yes), that the new system more precisely tie conference registrations to money received, that members who don=t renew be contacted, and that the system include all members as ballots are prepared for the upcoming election.
 - * Concern was also expressed that at the Fall 2009 Board meeting Brent Wilson had said he would hold a workshop March 10, 2010, for conference registrars, but he was not able to attend and had not informed the conference registrars.

- g. National Partners Program - Paul Wiedemeier
 - * talking with Partners who are here, and working to recruit additional Partners.
 - * Paul is working on a proposal to bring to the Board regarding the bulleted items in his report.

- h. Conference Coordinator - Will Mitchell
 - * conferences should try to identify conference chairs sooner, to work with comptroller B

this should be in the regional bylaws.

- i. Nominating Committee - Bob Neufeld
 - * reported that the Nominating Committee will bring the nominations (see attached report) to the CCSC Annual Meeting on Friday. The floor is then open for nominations.
 - * discussion included suggestion to investigate possibility of replacing paper ballots by electronic voting.
- j. CSTA - Jim Aman - nothing to report.
- k. UPE Coordinator - Liz Adams
 - * UPE is happy with information on how UPE is publicized at the conferences. Need to keep reporting this information her.
 - * Liz will attend the UPE meeting on March 12.

2. Location of the Spring 2011 CCSC Annual Meeting

Motion - Liz Adams moved, John Meinke seconded, to hold the Spring 2011 CCSC Annual Meeting in conjunction with the SIGCSE conference, Friday, March 11, 2011. *Motion passed without opposition.*

3. Meeting Times and Locations of Upcoming CCSC Board Meetings

The Fall 2010 board meeting has been set for October 7-8, 2010, in conjunction with the Northwestern regional conference in Newberg, Oregon. *Already passed.*

Motion - Bill Myers moved, Liz Adams seconded, that the Spring, 2011, Board meeting be held Wednesday, March 9, in conjunction with SIGCSE in Dallas. *Motion passed without opposition.*

4. Election of the Membership Chair

Motion - Deborah Hwang moved, Kim Kihlstrom seconded, that Jim Aman be re-elected as Membership Chair. *Motion passed without opposition.*

Discussion identified the need to look at defining this process (election of Membership Chair, Publications Chair, and Treasurer) as part of the charge of the Bylaws Committee. It was suggested that each of those officers write a description of his duties.

5. Conferences and Publications

- a. Insurance Coverage
The report re liability insurance at the fall board meeting indicated that coverage for planning committee meeting *is available* if Bill Myers is notified of the dates and locations of these meetings. Be prepared to give him this information. Liability insurance is for conferences and for up to two regional conference/board meetings.
- b. Electronic Paper Submission System
The committee has nothing to add to its attached report, except the addition of Peter DePascuale to the committee.
- c. Date Coordination among Conferences
As tasked by the Board at the Fall 2009 meeting, the Conference Coordinator has conducted a survey of the regions to try to find out how the dates are set for conferences. *Report has been received by the Board.*

6. Bylaws Revision

- a. Removal of the references for the *Newsletter* from the Bylaws and Standing Rules was discussed briefly. Bob Neufeld will make these proposed changes available via email.
- b. Bylaws and Standing Rules changes regarding Aindividuals with special duties@ resulted in considerable discussion regarding evaluation schedule and procedure, who should do the evaluation, whether it is the position or the person=s performance of it that is to be evaluated, and how to determine when and whether the person in that position needs to attend Board meeting(s). It was suggested that people with Adouble duties@ be listed twice on the Board roster.
- c. Bylaws and Standing Rules changes regarding establishment of a Service Recognition Committee resulted in considerable discussion regarding how many awards should be given, and what the procedures should be for nominating a person for an award. Several suggestions stressed that this does not prevent regions from giving awards to honor service to the region, and that regions should be encouraged to do so. The committee was charged with continuation of its work, to bring a proposal to the Fall Board meeting.

7. Budgets and Financial

- a. Finance Committee and CCSC Budget
Larra D=Antonio, Liz Adams, Rob Bryant, and Kim Kihlstrom were appointed to the Finance Committee, chaired by Treasurer Bill Myers, to prepare the next CCSC budget. The committee is to present the recommended CCSC budget for the next fiscal year within two weeks of the conclusion of the Spring, 2010 Board Meeting.
- b. Distribution of UPE funds
Motion - Bill Myers moved, Kim Kihlstrom seconded, that each conference recive \$121 from UPE for 2008-9, \$120 for the 2009-2010, and starting fall 2010 conferences will

only be reimbursed for what they spend on student awards up to \$120. *Motion passed without opposition.*

c. **Approval of Regional Budgets**

Bill Myers presented the budgets submitted for CCSC:1EP-2011 SC 2011, CCSC:E 2011, and CCSC:RM 2010 as being ready for Board approval. *NB: Correction made after approval of minutes. RWN*

Motion - Kim Kihlstrom moved, Liz Adams seconded, that the three budgets be approved as submitted. *Motion passed without opposition.*

8. Audit Committee Report

Comptroller Rob Bryant reported that the audit committee still has some unresolved items, and that the report will be submitted via email. He also stressed that there are items that the audit committee cannot check without the membership data.

9. Other Old Business - none

10. New Business

Motion - Liz Adams moved, Kim Kihlstrom seconded, that a donation of \$100 be made in memory of Myles McNally's wife, to a charity of his choice. *Motion passed without opposition.*

11. Adjournment

The meeting was adjourned at 11:04 PM.

Respectfully submitted,
Susan Dean