

Minutes of the CCSC Fall 2000 Board Meeting

October 12, 2000

Portland, Oregon

**Submitted by
Ingrid Russell**

[All email reports are included below]

Present: Matt Dickerson (President), Will Mitchell, Chuck Howerton, Bob Riser (SE), Viera Proulx (NE), Carl Steidley (SC), Peter Issacson (RM), Rob Bryant (NW), Jim Aman (MW), Cathy Bareiss, John Meineke, Ingrid Russell, and Bill Myers.

0. Meeting called to order

The meeting was called to order at 6:20 p.m. The minutes of the spring board meeting were approved as distributed over email.

1. Introductory Remarks by the President

President Dickerson welcomed new board members, and thanked Chuck Howerton for his work and leadership during the past year. Matt reiterated his priorities for the year to solidify the quality of the consortium's conferences, improve the quality of these conferences and CCSC's journal, and to continue to stand on good financial grounds.

2. Regional Reports:

Northwest (Rob Bryant)

CCSC board meeting is held in conjunction with the NW conference this year. The conference had its first paying vendors this year. Next year's conference will be hosted by Pacific Lutheran University in Tacoma during the first weekend of October. Seattle is a possibility for the 2002 conference.

Southeast (Bob Riser)

The 2000 conference will be held November 3-4 at Roanoke College in Salem, VA. The conference received a high number of papers, workshops and others. The conference programming contest has done well. 14 teams have registered at the time and the limit of 20 is expected. The 2001 conference will be held the first weekend in November and will be hosted by David Lipscomb University in Nashville, TN. An invitation was extended to the board to hold its Fall 2001 meeting at the Southeast conference. An email invitation was also sent out with the email report. Steering committee has taken several initiatives to increase attendance. Hopefully this will pay off next year. The in-cooperation form with SIGCSE is being finalized.

Central Plains (Report given by Will Mitchell on behalf of T.S. Pennington)

The conference made money. Preparing for the next one in Branson, MO. The plan is to try to set a record attendance because of a new package with the hotel. The following year it is at the College of the Ozark. The call for papers is out. They have had some problems with their web site. The report has not been mailed. T.S. Pennington should email it to Ingrid Russell to be included in the minutes.

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Rocky Mountain (Peter Isaacson)

The 1999 conference was held in Colorado Springs, CO. 62 attended the conference including 6-10 board members. The 2000 conference will be held October 20-21 in Orem at Utah Valley State College. Some concerns were expressed regarding low registration numbers, 17 at the time. Some concerns were expressed regarding the possibility of the NW conference taking away some of RM conference, being geographically somewhat close. The 2001 conference will be held Oct 19-20 in Rapid City area with the exact place not yet determined. Later, Cathy Bareiss reported that only 1 attendee of last year's RM conference registered this year to attend the NW conference. The 2002 conference will be held at UNC provided the facilities are renovated by that time.

[RM email report is included below.]

Northeast (Viera Proulx)

CCSCNE-2001 was held at Ramapo College in NJ. In celebration of the conference fifth anniversary attendees received a large number of freebies including a laser pointer. Doug Dykeman and Bob Aiken were the invited speakers. A band played music after the dinner banquet. On the occasion of the fifth anniversary, Ingrid Russell was honored for her work on the establishment of the Northeast Conference. She received a plaque. Certificates were given to all conference committee members. The conference had 30 papers and 10 panels and tutorials. The 2001 conference will be hosted by Middlebury College. Matt Dickerson and Ingrid Russell are conference co-chairs. For the first time we will have a programming contest. A subcommittee was formed to increase the quality of paper submission and ensure impartiality in the judging process. Thanks to Ingrid Russell, CCSCNE-2000 received in cooperation status with ACM/SIGCSE. The announcement for the conference was also listed in the Communications of the ACM.

South Central (Carl Steidley)

The 2000 conference was held at Texas A&M University Corpus Christi. Nancy Cameron was the conference chair. The conference had 133 attendees with 28 papers presented. The conference also featured a harbor cruise on Corpus Christi Bay.

The 2001 conference will be hosted by Amarillo College in Amarillo, TX. Robert Sloger and Paul Haiduk are conference co-chairs.

Midwest (Jim Aman)

[MW email report is included below]

3. NECC Report

NECC representative was not present. NECC report was distributed via email and is included below.

Jim announced that we have identified a CCSC sponsored proposal to be presented at NECC.

It was moved that Kevin Treu be appointed as CCSC representative at NECC pending his approval. The motion was unanimously accepted.

4. Conference Coordinator Report (Will Mitchell)

There is potential for a conference in the Memphis area but nothing has transpired since the initial discussion. There are three other possibilities, a new region in the Cincinnati/Lexington area, and a new region in Northern California. In addition, Will was approached by an on-going conference in British Columbia who expressed interest in being affiliated with CCSC. Some of the conference organizers attended the first NW

conference. This year George Tsiknis, the person in charge of their conference, is attending the NW conference.

5. Sub-Committee on Eastern's Affiliation with CCSC (Ingrid Russell)

The report was emailed and is included below. Ingrid Russell gave a summary of the report and the committee's recommendation.

Based on the recommendation of the committee the following motion was passed.

MOTION:

Move that the CCSC board accept the Eastern Small College Computing conference request to be sponsored by CCSC and to add Eastern as a region subject to the following:

1. Eastern incorporates a CCSC membership fee in its registration fee.
2. Eastern follows CCSC's by-laws. In particular the conference name should follow CCSC's naming convention as stated in its by-laws. As a transitional year, Eastern's name and logo may be added to CCSC's name and logo on the conference announcements. Eastern will need to select a representative to CCSC's board.
3. Eastern confirms a host for its 2001 conference.

Accepted 8-0 with 1 abstention

Matt and Ingrid will send an official letter to Eastern.

6. Membership Report (Cathy Bareiss)

Statistics were distributed. Cathy reminded the regional representatives that they are the main communication channel to the regions. She emphasized the need for better communication back to the regions. She asked the regional representatives to make sure their folks are aware of what data is available on line, that they have access to the data, and to make sure the appropriate people have the passwords. A question was raised whether our total membership numbers are based on conference attendance. Cathy said that there are around 80 members who have not attended a conference.

Cathy would like to work on an official email data policy. She asked that regions do not maintain their own email lists. Instead they should use the lists maintained by her.

Cathy would like to have regions be in charge of conference registration with her overseeing the process.

MOTION: For academic year 2001-2002 Cathy will identify two conferences to process registration and fees locally including collecting money and keep all paper work according to procedures to be established by Cathy by the February meeting.

Accepted 9-1

Cathy was asked to identify these two conferences soon.

The Board discussed possible increase in the membership dues. All seemed to be in agreement that there needed

to be an increase in dues. It was pointed out that per our bylaws, any proposed changes in dues require 30 days prior written notice to Boardmembers. Since that was not the case, no decision was made.

7. Publications Report (John Meinke)

John emailed his report, a copy of which is included below. An addendum to the report was also submitted which is also included below.

John expressed concern that final papers did not come in from the RM conference.

The board authorized John to sign the ACM Permission and Release Form for the Northeastern Conference issue Vol 15, No 5 and for all of volume 16.

John asked whether authors can still put their papers on their web pages. It was decided that this will remain so even though the journal will now be in the ACM digital library.

John expressed concerns regarding lack of early publicity for conferences. It was agreed that, in the absence of a response from a conference chair or committee member, John should publish the name of the regional representative as the contact person for the conference.

The Board requested that the cover of the Journal not list the conferences for which proceedings are included as that information is on the title page. This will clean up the cover page. John agreed to it.

Matt asked for an update on a commercially hosted web site. No one seemed to be working on that.

Matt asked Jim Aman if he would look into this possibility.

8. Treasurer's Report (Bill Myers)

Bill distributed the treasurer's report. A copy of his report is included below as an Excel spread sheet.

Matt appointed Bill, Peter, and Matt as our finance committee. The finance committee should report at the Spring meeting.

There was some discussion regarding Board travel. Matt said that in addition to the \$2000 that Middlebury College made available to CCSCNE conference, a \$2000 has been made available to cover Matt's travel to attend the CCSCNE Board meetings.

Bill expressed concern regarding some vendor donations at the Central Plains conference that were not reported as vendor registration. All such donations should be listed as vendor registration.

Ingrid asked that the section labeled as "other expenses" be itemized.

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There was a discussion about a need to have an audit committee in place to meet in conjunction with SIGCSE. Bob Riser was asked to form a committee with three members from his region. It was agreed that we should cover a night stay and one meal for each member of the audit committee. There was a concern that we need a procedure in place for the audit committee to use.

There was a feeling that lists of responsibilities and deadlines of various tasks are not so clear to conference committees. To ensure that tasks are accomplished and that they are accomplished on time, Matt asked Jon, Bill, and Cathy to write a one page description of what their responsibilities are including a list of procedures and deadlines for conferences. These lists with the various deadlines will be made available to the regions.

9. National Vendor Registration (Matt Dickerson)

There was a discussion regarding a national vendor registration fee. The following motion was passed.

MOTION: CCSC will offer a national vendor registration at the base rate of \$2000/year. National vendors will be allowed a vendor table at all regional conferences during the subsequent 12 months without additional fee. Regional conferences will be reimbursed \$100 each. National vendors will be acknowledged in all issues of the journal and on the CCSC web page.

Accepted 8-1 with 1 abstention

It was agreed that we make it clear to national vendors that it is their responsibility to inform the regional conference of their plans to attend and make all appropriate arrangements before vendor capacity is reached.

10. UPE Award (Ingrid Russell)

Ingrid distributed the letter that we received from UPE awarding us \$1200 to support student activities. CCSC Board accepted the award and was excited to receive it. Matt appointed a three member committee consisting of Ingrid, Peter, and Jim. The committee is to send out a letter to regional representatives soliciting proposals with a submission deadline. Matt and Ingrid will send a letter to UPE thanking them for the award and inviting one of their members to join the committee.

11. Conference Budgets

MOTION: Move that each conference will budget \$40 per attendee and an additional \$2000 to cover operating cost of the consortium.

Accepted 6-5 with 1 abstention

There was some concern expressed regarding the impact of this on conferences that are small and struggling.

Fall conferences were expected to submit their budgets at the Fall meeting. SE region submitted its budget. Representatives of all regions that have fall conferences are expected to submit their budgets to the Board within two weeks.

12. CCSC Web Site

The current colors are displeasing to the eyes. It was agreed that the current webmaster should have discretion to vary the shades of blue and red.

There were concerns expressed regarding the lack of ease and flexibility of adding to the web site. The need for a commercial web site was discussed. There was a consensus that we should get a commercial site to host it with authorized people to access it.

MOTION: Move to get a commercial site to host www.ccsc.org web page.

Accepted unanimously

Matt asked Jim Aman to look into the cost and possible vendors.

13. Various Proposed Bylaws/Standing Rules Motions

It was agreed that instead of making it a requirement, that we strongly recommend that each regional conference prepare a preliminary conference announcement for the succeeding regional conference for distribution at the current conference. That we strongly recommend that the announcement be also placed on the regional conference web site, and appropriate links will be supplied to the Consortium Web Master so that it can be linked to the Consortium web site.

MOTION: Standing Rule 3 for Article VI, Governing Body, of the Bylaws be amended to read: There are seven (7) regions authorized for elected regional representation (Article VI, Section 2b). These regions are Central Plains, Midwest, Northeastern, Rocky Mountain, South Central, Southeastern, and Northwestern.

Accepted unanimously

MOTION: The standing rules for Article VII, Officers, of the Bylaws be amended to read as follows:

1. A minimum of four issues of the Journal shall be published each year.
 - a. Each issue of the Journal shall consist of Proceedings of the sponsored conferences, other proceedings selected by the Board, and other publications chosen by the Board.
 - b. The content of Journal issues shall be refereed, unless otherwise designated.
 - c. Each issue of the Journal will include a complete list of the members of the Board of Directors along with appropriate contact information.

2. A separate newsletter will be published periodically, typically to be included as an insert with Journal issues.
 - a. The September newsletter will serve as an annual newsletter to the membership. It will be published the results of the Spring elections, the current Bylaws, and the Standing Rules of the Consortium. The issue shall contain a list of the year's sponsored conferences with dates, locations, and conference chair, and any other article or information deemed of interest to the membership by the Publications Chair.

Accepted unanimously

MOTION: Board recommends to the membership that Article VIII, Fiscal Affairs, section 2, subsection c, be amended to read "All annual memberships are for the Consortium fiscal year. Dues for any fiscal year must be published and distributed to the membership prior to the end of the previous fiscal year."

Accepted unanimously

MOTION: Board recommends to membership that Article IV, Voting, section 3, be amended to read: "Procedures shall be reflected in the Standing Rules to ensure that members have at least 28 days in which to return a ballot. The Immediate Past President shall count the votes and communicate the results to the other members of the Board of Directors and shall inform the membership of the results of the ballots.

Accepted unanimously

The last two motions involve changes in the by-laws. Ingrid will send these to Cathy and John. Cathy will mail them to the membership as is mandated by Article IV voting section 3.

MOTION: Move to include the following standing rule in Article VIII, Fiscal Affairs:

All full registrants of a CCSC sponsored conference in any calendar year shall become a regular, affiliate, or retired member (as qualified) of the Consortium for the fiscal year that begins in that calendar year with the same rights and benefits in their respective memberships.

Accepted unanimously

14. New Business

Official e-business

MOTION: Move to allow Cathy get two faculty volunteers from the Midwest region to set up a web site to take care of archiving official discussion and a page for official voting.

Accepted 8-1 1 abstention

It was suggested that the Board covers Cathy's registration fees at RM and SE as she is working to identify two conferences as candidates for localized registration.

MOTION: Move to cover Cathy's registration at SE and RM conferences.

Accepted unanimously

Archiving Issues

John wanted to know how far back he should go while archiving. The Board authorized John to archive whatever he thinks is appropriate and feasible.

Fall Board Meeting

CCSC Board accepted the Southeast invitation to hold the next fall meeting in conjunction with their conference during the first week of November in Nashville, TN.

The Board was excited to have the opportunity to attend the Southeast conference and thanked the southeast

region for the invitation.

15. Meeting Adjourned

Meeting adjourned at 11:30 a.m Saturday morning.

Respectfully submitted,

Ingrid Russell

EMAIL REPORTS FOLLOW

Midwest Report

The Midwest Region conference was held at Valparaiso University (Valparaiso, IN) on October 6-7, 2000. Myles McNally did an excellent job of marshalling his forces. (He did describe it as more like herding cats, however.) The conference had a record 71 attendees. The Valpo site reps had all arrangements from food to equipment and lodging well in hand. The keynote speaker was Dr. Eliot Kauffman. Dr. Susi Chan of DePaul University was dinner speaker.

The regional steering committee met on October 6. The committee reaffirmed Olivet Nazarene College as the site of the 2001 conference. Herb Dershem (Hope College), chair of that conference, introduced the committee chairs. Following the urging of the regional representative, he had been working steadily throughout the year to fill the major committee positions. The remaining positions were filled this fall.

The regional committee also agreed to hold the 2002 conference in eastern Indiana and affirmed Flo Appel (St. Xavier University) as chair. Appel will serve as associate chair for the 2001 conference. That position is by tradition held by the chair-elect.

Finally, an ad hoc committee was formed to draft bylaws for the region. These will be circulated to the steering committee by March, and a final version will be out by May. Formal adoption will occur at the 2001 Midwest regional conference at Olivet Nazarene College (Bourbonnais, IL) next fall.

(Submitted to the CCSC Board by Jim Aman, Midwest Region Representative)

Northwest Report

The Northwest conference which you all will be attending this week in Beaverton, Oregon currently looks to have these characteristics: We will have about 65 participants. We have our first paying vendors this year. The conference will have 11 accepted papers, 3 panels/discussions, and 8 workshops/tutorials. Six of the presenters are SIGCSE sponsored. The 2001 conference will be hosted next October by George Hauser of Pacific Lutheran University in Tacoma, Washington. A budget report will be presented at the Board meeting this week.

Respectfully submitted,

CCSC-SOUTHEAST REGIONAL REPORT October 2000

The 2000 CCSC Southeastern Conference is scheduled for November 3-4 at Roanoke College in Salem, VA. Jane Ingram and Anil Shende of Roanoke College are the current Conference Site Chairs. The scheduled program includes 19 reviewed papers, 3 reviewed student papers, 1 progress report, 5 workshops (including 4 from SIGCSE), and 1 tutorial. The keynote address "Information and Communication Technologies: What's in it for {Computer Science} Education" will be given by Rachele Heller, ACM Distinguished Lecturer. The banquet speech "The Free Universal Encyclopedia and Learning Resource" will be given by Richard Stallman. A total of 21 papers were submitted of which 1 was rejected outright and 8 were accepted conditionally. Of those accepted conditionally, 1 was later moved into the rejected category, and 7 were successfully modified by the authors based on the reviewers' recommendations and moved into the accepted category. 3 student papers were submitted and all were accepted. Student papers go through the same 3-reviewer process as regular papers but the reviewers are aware that they are student papers. 24 reviewers participated.

The Seventh Annual Southeastern Small College Programming Contest will be held on Saturday, November 4 in conjunction with the conference. On-line registration extends to October 25. 14 teams are currently registered but the limit of 20 is expected. The registration cost per team is \$20 plus \$10 per team member. In addition, the team sponsor is required to register for the Southeastern conference. Languages are C, C++, Java, Ada or Visual Basic. As in the past, a pizza party for the teams will be held the evening before the contest.

The 2001 CCSC Southeastern Conference will be hosted by David Lipscomb University in Nashville, TN. Becky Talon is the 2001 Conference Site Chair.

Initiatives reported at the spring 2000 steering committee meeting, in addition to those pertaining to the conferences, include:

- An invitation will be extended to the CCSC Board to hold its fall 2001 meeting at the SE conference in Nashville. Bob Riser will extend the invitation at the fall 2000 meeting of the Board (see attached).
- Revision of the "Conference Hosting Manual" will be done by Dee Medley and Becky Tidwell with a working version to be available for use in summer 2000. The last three site chairs will comprise an annual committee to review and revise the manual.
- The ACM In-Cooperation Conferences form will be completed and submitted in time for the 2000 conference.

- Work will continue on cleaning up addresses from the CCSC database. Anil Shende and Gail Miles will work this project in consultation with Cathy Bariess and Julia Benson (membership chair).
- Several conference recruiting initiatives were agreed upon. Each member of the steering committee will contact at least 5 people about submitting papers. E-mail will be sent to all CS, IS, and Educational Technology departments within 100 miles of the conference site. Efforts will be made to build an effective e-mail mailing list including attendees from the last 5 years, CCSC members affiliated with the SE region, and a local list from the site chair.
- Kevin Treu will set up a regional Web site with links from the CCSC site. The site will include the hosting application form, calls, and other conference related information.
- Deadlines related to calls for participation were established. Reminders of these deadlines will be added to the hosting manual.

The CCSC:SE conference steering committee will meet on Friday, November 3 in Roanoke.

Respectfully submitted,
 Bob Riser
 Southeastern Regional Representative

INVITATION: CCSC FALL 2001 BOARD MEETING

The Steering Committee for the 2001 Southeast Regional Conference extends an invitation to the CCSC Board to have its fall 2001 meeting at our conference at David Lipscomb University in Nashville, Tennessee.

The Nashville airport is approximately a 15-minute drive from the campus. There are several options for shuttle service to and from the airport. Some hotels/motels offer airport transportation (some free, some at a nominal fee -- \$12 to \$20 round trip) and the city Metro Airport Express is \$16 round trip.

Board meetings could be held in the Lipscomb Log Cabin (the founders home) which has a nice living room, dining room, kitchen, etc. It is located on the campus and is within a 5 minute walk of all of the conference events.

Nashville has a large number of hotels and motels in the nearby vicinity, some of which will be offering special conference rates. The possibilities include:

Holiday Inn Select Vanderbilt - 5 miles from campus; \$85 group block rates; airport shuttle service for \$6 one way; 20 minute drive from airport.

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Holiday Inn Brentwood - 12 miles from campus in Brentwood, a suburb of Nashville; \$79; free airport

shuttle service; 12 miles from airport.

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LaQuinta Inn 4 miles from campus; \$50-66; 5-8 minute drive from airport.

Red Roof Inn -4 miles from campus; from \$45; 5-8 minute drive from airport.

Governor's House - 4 miles from campus; \$54 with no shuttle service but Greyline bus service to the airport for \$19.50 round trip; 5-8 minute drive from airport.

Hampton Inn I- 1 mile from campus; \$110; free bus service within 3 miles; campus; 20 minute drive from airport.

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Northeast Report

Report from the CCSC-NE to the CCSC Board, October 2000

The year 2000 conference was held at Ramapo College in NJ. To celebrate our fifth anniversary, the participants received a large number of free-bees, and a band played to those that were still left standing after a hard day of conferencing that included Bob Aiken as keynote speaker and Doug Dykeman from IBM as a very thorough afterdinner speaker. Some even started with one of two pre-conference workshops on Friday morning.

In addition, on the occasion of our fifth anniversary we honored Ingrid Russell who got us started and kept us alive till we knew what to do - she got a nice plaque. Amruth Kumar (actually his friend Susan) created certificates for all conference members - these were also given out at dinner.

During the social hours students posters were displayed and judged, the best poster awards were given at the dinner. Vendor participation continues to be strong. We had 30 papers and 10 panels/tutorials - a very full schedule. We awarded best paper awards to the three best papers at the lunch - and introduced the key conference organizers for next year (April 20-21) in Middlebury College, Vermont.

We are planning to add a programming contest at this conference!

Also, we registered a domain name cescne.org and got a commercial outfit to host our web page - this is very good for all involved.

We formed a subcommittee to study the paper submission and review process - to increase the quality of accepted papers and insure complete impartiality in the judging process.

Respectfully submitted by

Viera K. Proulx
Chair of the CCSCNE Board

College of Computer Science
Northeastern University
Boston, MA 02115

Phone: 617-373-2225
Fax: 617-373-5121
E-mail: vkp@ccs.neu.edu
<http://www.ccs.neu.edu/home/vkp/>

CCSC-SouthCentral Regional Report
October, 2000

The 2000 CCSC SCC was held at Texas A&M University Corpus Christi in Corpus Christi, TX. April 14 -15, 2000. Nancy Cameron was the conference chair. There were 133 attendees. The program included: 28 reviewed papers, 12 reviewed student papers, five non-reviewed student posters, and five tutorials. The keynote address, "Affinity Group Methods", describing the work of their student computer science research groups was delivered by Drs. Ann Gates and Pat Teller of the University of Texas at El Paso. The banquet speech "HTML for Breakfast: Science on the WEB" describing his published research on cooking Pop-Tarts was delivered by Dr. Patrick Michaud of the Computing and Mathematical Sciences Department of the Texas A&M University Corpus Christi. Desert and coffee was served aboard the harbor cruise ship Captain Clark during a cruise on Corpus Christi Bay.

The 2001 CCSC:SC Conference will be hosted by Amarillo College in Amarillo, TX April 20-21, 2001. The conference will be co-chaired by Robert Sloger and Paul Haiduk of Amarillo College. The SCC Steering Committee will meet to plan the conference November 17-18, 2000 at the Amarillo Radisson.

Respectfully submitted by

Carl W. Steidley
South Central Representative

Rocky Mountain Report October 12, 2000

The 1999 Rocky Mountain conference held in Colorado Springs at Colorado Technical Institute was a success, partly due to the consortium board meeting at the conference. (See Cathy Bareiss' report for an accurate attendance count and budget surplus.)

The 2000 Rocky Mountain conference will be held in Orem at Utah Valley State College next weekend, October 20-21. There is some concern with the attendance at this conference which is one week after the northwest conference. The budget to date is the same as was submitted at the last board meeting. I assume that this conference will also come in under budget.

The 2001 Rocky Mountain conference will be held in the RapidCity area on October 19-20. The exact location is still to be determined. The tentative budget is the same as for the 2000 conference.

The 2002 Rocky Mountain conference will tentatively be held in Greeley at the University of Northern Colorado on October 18-19. If the new CS facilities at UNC are not projected to be ready, the location may be changed and Greeley will be the site for 2003. The tentative budget is the same as for the 2000 conference.

Respectfully submitted,
Peter Isaacson

Report of the Sub-Committee on Eastern's Affiliation with CCSC

John Meinke (chair)
Will Mitchell
Matt Dickerson (ex officio)
Ingrid Russell

The charge of the sub-committee is to resolve any Eastern issues that do not need the involvement of the full board and if possible, report to the full board at the fall meeting.

Committee Report:

A list of issues was identified. Discussion with Eastern was made via Liz Adams. The following is a list of issues and the status of discussions/resolutions.

á CCSC membership fee. One issue raised is the need to incorporate a CCSC membership fee into Eastern's registration. We were told that this should be no problem with Eastern.

á The use of CCSC's name and logo. We were told that it should be acceptable to Eastern to use for the first year their title and logo as well as ours and following that to use CCSC's name convention as stated in CCSC's bylaws.

á Status of Eastern's conferences and finances. Eastern requires each host institution to pay \$1000 to the following year's conference. So coming to CCSC, Eastern will bring in \$1000 from this year's host institution. They have a host for 2002 but at this time there is no college that has committed to host the 2001 conference. We expressed a concern regarding this to Eastern. We were told that they are working hard to finalize a host.

á A representative from Eastern to serve on CCSC's board: We discussed the need for a representative to CCSC board from Eastern. Liz Adams indicated interest in being the first representative. The names of current Eastern board members are: Liz Adams, Steve Adrianoff, Jack

Beidler, Gerige Benjamin, Zahira Khan, John Meinke, Catherine Ricardo, Onkar Sharma, James "Dick" Sidbury, and Pat Woodworth.

Additional Proceedings. This is an issue that needs to be addressed by CCSC board at the fall meeting.

Region's name. Would the new region be Eastern or something else? This needs to be discussed by CCSC board.

Recommendation: Move that the CCSC board incorporate the Eastern Small College Computing Conference into the set of regional conferences sponsored by the Consortium and add Eastern as a region subject to the following:

1. Eastern incorporates a CCSC membership fee in its registration fee.
 2. Eastern follows CCSC's by-laws. In particular the conference name should follow CCSC's naming convention as stated in its by-laws. As a transitional year, Eastern's name and logo may be added to CCSC's name and logo on the conference announcements. Eastern will need to select a representative to CCSC's board.
 3. Eastern confirms a host for its 2001 conference.
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Publications Report by John meinke

Since the last meeting of the Board five issues of the Journal have gone to press - year 2000 proceedings for South Central, Central Plains, Northeastern, and joint issues for Midwestern and Rocky Mountain, and for Southeastern and Northwestern.

It should be noted that the South Central and Central Plains issues were originally planned to be a joint issue. Due to page counts and associated mailing costs, the Board used its electronic transaction of business procedures to authorize the editor to split joint issues when the page count exceeds 400, the point at which mailing via bulk mail ceases to be a possibility.

Comments on those proceedings: one student paper was accidentally dropped from the South Central proceedings - mistake of the editor; one student paper was accidentally dropped from the Midwestern proceedings - an error in manuscript submission; a number of papers were missing from the Rocky Mountain proceedings - failure of the authors to submit the manuscripts. This seems to be a trend in that there were a number of manuscripts missing last year as well.

The September issue of the Newsletter was prepared and sent. It appears that it might still be in the bulk mail - all bulk mail goes at a space available rate, so the arrival is somewhat unpredictable. A note on the September issue: this is the issue that contains the by-laws, and a relatively complete list of conference announcements. South Central's 2001 conference announcement made it just in time to be included this year, Central Plain's conference announcement did not make it in time - and it was after 1st September that the manuscript went out due to waiting on submissions. The issue of timely publication of conference announcements is one that must be

dealt with. At the end of this report is a proposed motion dealing with this problem.

Another issue is manuscript deadlines. This past summer proved particularly trying for me in that we ended up with a faculty staffing shortage, at which point I found myself in the classroom every weekend. While this was a complication, what made it worse was that every other weekend was in Spain, which meant using a day on each end for travel! This was during a period that I was preparing proceedings for four different conferences. I must thank very sincerely the folks that I worked with at each of those conferences for their assistance and understanding as I burned the midnight oil many, many nights, to include trying to keep submissions in the proper conference! Even the Spring conference proceedings were a challenge to prepare in that I taught every other weekend in Mons, Belgium, again a major commute! Tight deadlines cause sleepless nights! Conferences must clear final manuscript submission deadlines with the editor if we are to insure that the proceedings are available at the conferences!

The Consortium purchased Adobe Acrobat so that manuscripts could be prepared in pdf format. The Northeastern proceedings were translated into pdf format for submission to the ACM for the Digital Library. In addition, the manuscripts for the Fall 2000 conferences are at this point all in pdf format, and the manuscript for the September 2000 newsletter was submitted in pdf format.

The Consortium also purchased two zip drives in the past several months for manuscript submission as well as archiving our proceedings. The editor has been busy moving the archives from hard disks to zip drive disks - a process that appears to be going well. All files are being preserved - that includes the WordPerfect final document, the WordPerfect versions of the individual papers, the original submissions by the authors in whatever form, and separate graphics files incorporated into their manuscripts, where available.

It's been a busy and productive period since the last meeting of the Board.

Respectively submitted,

John G. Meinke, Publications Chair

MOTION PROPOSAL: Each regional conference will prepare a [preliminary] conference announcement for the succeeding regional conference for distribution at the current conference. That announcement will also be placed on the regional conference web site, and appropriate links will be supplied to the Consortium Web Master so that it can be linked to the Consortium web site.

Rationale:

1. Each conference needs to have the appropriate publicity to encourage conference attendance. The target audience for the next conference will be the attendees at the current conference, and when attendees leave a particular conference they are most excited about the conference - let's encourage them to start planning for the next conference right away - go home, start preparing a paper or panel proposal or tutorial proposal, and have a target for when they will have it all completed!
2. The Consortium needs the advance notice to properly announce conferences. This will insure that each issue of the Newsletter has something on each of our conferences - none get overlooked.
3. This will also insure that proper planning for final manuscript preparation is accomplished in an orderly fashion. Deadline dates need to be carefully planned. If the deadline dates are too

tight they can be appropriately modified for the regular call for participation, along with a footnote (and apology/explanation) or whatever to call attention to a backed up set of dates!

Addendum to the Publications Report (John Meinke)

I received the following from Susan Siedun at ACM today regarding the Northeastern Proceedings -- did respond to it -- am hoping that we will have a good response from ACM -- am not sure what is meant by "permissions"!

John

John G. Meinke
Heidelberger Weg 2
D-69181 Leimen - St. Ilgen
Deutschland

06224-924471
0172-6275322

US Post:
University of Maryland
Unit 29216
APO AE 09102

06221-378208 (office)
370-6762 (DSN)
06221-315871 (fax)

----- Original Message -----

From: Susan Siedun <siedun@hq.acm.org>
To: 'John Meinke' <jmeinke@faculty.ed.umuc.edu>
Cc: Susan Siedun <siedun@hq.acm.org>
Sent: Dienstag, 10. Oktober 2000 17:38
Subject: RE: CCSC: Northeastern Proceedings

> Dear John,

>

> I apologize for the delay in responding to you. The articles in the PDF file you sent to me are beautifully done, and we will not require you to make any modifications to add the files to the Digital Library.

>

> The reason that I did not respond to you sooner was that I was waiting for

clarification on the permission to place the files in the Digital Library.
There seems to be some issue about the type of formal permission needed to place the files in the Digital Library. I have not heard the final outcome of that discussion yet, but expect that it will be favorable.

>

> I have inquired about the status of the permission again, and will let you know what I hear.

>

> Best regards,

>

> Susan

>

> -----Original Message-----

> From: John Meinke[mailto:jmeinke@faculty.ed.umuc.edu]

> Sent: Saturday, October 07, 2000 6:49 AM

> To: Susan Siedun

> Subject: CCSC: Northeastern Proceedings

>

>

> Susan --

>

> On 17th August you requested that I forward the zipped pdf file for the Northeastern Proceedings. On 21st August that was accomplished --

>

> I have heard nothing since -- could you please give me your reactions?

>

> The Consortium Board will be meeting this coming Thursday (12th October) --

> I would like to be able to give the Board a statement on the status of placement of the Proceedings in the Digital Library.

>

– Thanks for your anticipated response.

NECC Report

NECC Update

NECC was held last week. The CCSC Society Session was David Arnow's "Programming with WebTO Teach", an NSF initiative that is being done in a variety of schools across the country, one of them at Samford University so Susan Dean and George Crocker were panel participants. It was a great success. About 60 participants attended and there was much interest.

Next year, the conference will be in Chicago. CCSC is a sponsoring society of NECC and therefore presents a session each year. The Midwest and Central Plains CCSC members should be thinking about proposals for submission.

This year NECC had the largest participation with 13,000 attendees and about 3000 exhibitors. Because the CCSC board has changed considerably in the past few years, I think it is necessary to explain the history of our relationship with NECC and why I still believe that it is valuable.

History of NECC

Please forgive this long e-mail but I think it is important because many of you are not familiar with NECC. NECC was started in 1979 by several higher ed societies (several ACM SIGs (SIGCSE, SIGCAS, SIGCUE, SIGUCCS), IEEE-CS, and several others) to showcase the use of technology in education. Through the years, new societies were added and some were deleted, but the primary focus was to show how technology is used to enhance education. During the late 80's, a group was added that desperately needed a home, ISTE (actually it was called something else then, but now it is ISTE). ISTE was primarily a K-12 organization for using technology in education. Because there was no other conference at the time that addressed the needs of K-12 technology education, these teachers/coordinators, etc found a home and the conference began to grow. Most of the Higher Ed societies had their own conference, even from the beginning, so the conference evolved in the past few years as a K-12 conference.

In the early 90s, the societies that were putting on NECC incorporated into the National Education Computer Association (NECA) with a Board of Directors (President, Vice-President, Secretary, Treasurer, two Directors) and a representative from each of the sponsoring society. This occurred primarily for legal reasons, but it has shown to be a successful way to manage a conference the size of NECC. Several higher education societies have changed their relationship with NECA in the past few years. SIGCSE has moved from a category 1 (voting) to a category 3 (non-voting) status. They are still supporting NECC, but in a less direct way. However, several higher ed societies (such as IEEE-CS) have re-committed their relationship with NECC.

CCSC involvement in NECC

In 1991, NECC approached CCSC to submit a proposal as a sponsoring society. We were just becoming a national organization at that time. We were also trying to develop a name-recognition. Anyway, there was no entrance fee at the time (today there is a \$1500 entrance fee). I wrote a proposal since I was the President of CCSC at the time. We primarily had to show that we would provide support for the CCSC representative to attend the annual NECC and provide a society session each year. This amounted to about \$500 a year the first few years. Later, depending on what we had to pay for the society session, we put in the budget of CCSC a \$2000 line item. We can keep this low by choosing the society session that has members that do not need to travel far.

Reasons for Continued CCSC involvement in NECC.

1. Name Recognition: We continue to get a lot of free publicity in a variety of ways. Although the conference attendees are usually K-12, the management is primarily Higher Ed. Sitting on a Board with other Higher Ed educators, lends national presence to CCSC although I think our regional conferences are the primary national presence. All major NECC publicity has CCSC showcased as one of the ten sponsoring societies. This is not insignificant since over 100,000 Calls and Registration Brochures are mailed. A booth is setup at

NECC each year just for societies to showcase their society and hand out society information. Finally, on the NECC web site, NECA is showcased and each sponsoring society has a web page and a link back to their society web page. You can view this at www.neccsite.org. At the bottom of the page, there is a link to the societies and there is a link to NECA (although there may be something wrong with that one right now).

2. Impact on Direction of Technology in Education; CCSC is one of 15 voting members in NECA. As such, they can impact the directions in which we want the national conference to go. Also, in recent years, NECA has significant money for special projects, and we can provide direction in the development of granting opportunities.

3. Contribution of bridging the gap between K-12 Education and our perspective college students. This I think is our greatest contribution and the reason it is imperative that we continue. In recent years, our higher ed groups have continued to complain about the preparation of students from our high schools. In a small way, we can provide guidance and understanding. You can look at some of CCSC society sessions at NECC to see how this plays out.

1. Programming using WebToTeach will give both high school and colleges the ability to use short exercises on the web to augment CS1 curriculum.

2. Running a High-School Programming Contest - This session was put on by colleges that manage high-school programming contests in their communities. This leads to higher numbers of students majoring in CS.

3. The Changes in AP-Computer Science language This was a discussion of the change to C++ and what the impact to high schools and colleges as a result.

4. A session on why we are losing girls and women in the computer sciences- addressed what could be done in the middle schools and high schools on to keep them in the computing sciences,

5. A session on what problem-solving skills could be taught in the high schools to help students be more successful in beginning computer classes.

6. A session of one of our colleges that was providing summer computer camps for girls.

4. NECA provides significant financial support for our CCSC representative. They pay for all expenses to NECC except transportation (This amounts to about \$1000 over CCSC expenses) and \$1500 in expenses to the January meeting of NECA (which meets at the conference site to finalize the arrangements).

Now for the reason for this update: At the NECA meeting in Atlanta last week, I was elected to the Board as a Director. That leaves the society rep for CCSC open. Since I have been the only representative, there is no process in place for replacing me. It is a Board-appointed non-voting position. This position needs to be appointed as soon as possible. This representative is responsible for choosing the society session that will be submitted to NECC. In the past I have been not only the society representative, but also the Society Session Chair. Therefore, I had two hats. I am still the Society Session Chair, but I will no longer be the society rep.

Participating in NECA is somewhat complicated. It requires a couple years just to understand the process. Therefore, the person that you appoint should have a term long enough for the orientation and the ability to have a political impact. It should also be someone who is familiar with NECC and has also participated on the board of CCSC. This gives us the greatest stability to provide direction.

I would like to recommend someone, but in the end it rests with the board. Kevin Treu has been a

member of the CCSC board for several years. He has presented at NECC not only for CCSC but also for Furman University. He has been involved with NECC for several years. He seems a logical person. However, since you need to appoint someone quickly, you may want to do something temporarily and put a process in place at a board meeting.

This puts us in a unique position by having two members of CCSC on a 15-member board. We can help bridge the gap between K-12 education and Higher Education. Gail

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