

CCSC BOARD MEETING

[Zoom meeting Link](#)

Meeting ID: 869 0161 9474 **Passcode:** 376853

Tuesday March 16, 2021

4:00 – 8:00 PM Eastern

AGENDA

Board members attending: Assiter, Bareiss, Dixon, Flinn, Hare, Healy, Johnson, Khoja, Lotfy, Lu, Mirsky, Mullins, Naugler, Treu

Not attending: D’Antonio

Others in attendance: Sigman (past president), Spradling (national partners chair)

President Assiter called the meeting to order at 4:02 p.m, with some board members arriving a few minutes after the start.

1 APPROVAL OF AGENDA

Assiter moved. Bareiss seconded. The agenda passed 9-0.

2 WELCOME

- **Scott Sigman** – Past CCSC President

President Sigman could only stay at the meeting a short while, so we dealt with his proposal immediately. Please refer to section 6.1 (new business) of the agenda below.

3 FUTURE MEETINGS

3.1 ANNUAL BUSINESS MEETING

Will be held **March 19, 2021 6:00 PM Eastern** (US and Canada). Join Zoom meeting:

<https://umssystem.zoom.us/j/96439791438?pwd=My82RTdMVnB6SkdHL3BBT29yZGdNdz09>

Meeting ID: 964 3979 1438

Passcode: 472172

After discussing the software development education proposal (section 6.1), the normal agenda resumed at 4:33 p.m.

Assiter reviewed the agenda for Friday's general business meeting.

FALL BOARD MEETING

We had been tentatively scheduled to be held in conjunction with the Rocky Mountain conference, at Front Range Community College. RM committee has since decided that their conference will be virtual. We could meet in conjunction with the Midwest conference October 1-2, 2021 in Fort Wayne Indiana, or we could do another virtual board meeting.

Action Item: Re-approve Fall 2021 Board Meeting

Assiter remarked: The Midwest conference this fall plans to be face to face. What should we do about our board meeting? Mirsky replied: We're tentatively face to face, to decide by August 1. Johnson: It may be safer to conduct the meeting virtually because our institutions might not allow travel yet in the fall. Bareiss: So, we should give a virtual option. Assiter: It would be great to see everybody in person. Healy moved to meet at the Midwest conference. Mirsky seconded. The motion passed 14-0. Bareiss: The date of the conference might change. Either last weekend of September or first weekend of October.

3.2 SPRING MEETING

The Spring 2022 Board of Directors meeting and the CCSC Annual Business Meeting will be held at the SIGCSE Technical Symposium 2022 in Providence, RI. The CCSC Board of Directors will meet on Wednesday March 2, 2022 from 7:00 pm to 11:00 pm. The CCSC Annual Meeting will be held Friday March 4, 2022 following the SIGCSE Business meeting. Rooms for the board meeting, the meeting of the audit committee and the CCSC Annual Meeting will be scheduled through SIGCSE.

Action Item: Approve Spring 2022 Board and Annual Business Meeting locations.

Assiter moved for approval. Mullins and Lotfy seconded. The motion passed 14-0.

4 ELECTIONS AND APPOINTMENTS

4.1 NOMINATING COMMITTEE REPORT (CHRIS HEALY)

Larry D'Antonio and Grace Mirsky assisted me on the committee. We would like to put forward the following candidates, all of whom are incumbents.

1. Publication Chair: Baochuan Lu

"Here are my goals moving forward:

- compile journal issues from camera-ready PDFs instead of Latex source files, which avoid various package incompatibility issues.
- automate the process of creating landing pages and deposit DOIs for papers."

Assiter remarked that the board votes on this one. The committee moved for the re-election of Lu. Johnson seconded. Bareiss remarked: It would be nice to have these as contested positions. Mullins asked for clarification. The motion passed on a vote of 14-0.

2. Northwest Regional Representative: Shereen Khoja

3. South Central Regional Representative: Tina Johnson

“Biosketch: Tina Johnson is an Associate Professor of Computer Science at Midwestern State University Texas in Wichita Falls. She has been employed at MSU Texas since 2000 and has been in the Department of Computer Science since 2008. Topics of interest include computational epidemiology and virtual reality. She has been an active participant at CCSC:SC conferences since 2008 and has served on the steering committee since 2012, serving previously as the co-publicity chair and treasurer. She has served as the regional representative since 2015.

Personal statement: I have been in the field of education for approximately 28 years, serving 7 years in the public school system as a high school teacher and at Midwestern State University Texas since 2000. My interest in teaching stems from a great love of learning. I believe that professional conferences, such as CCSC, provide an invaluable service for educators in computer science. I look forward to learning from my colleagues and sharing what I have learned, not only through reviewing papers and attending conference presentations, but also from conversations between sessions and during breaks. I have greatly enjoyed serving on the local steering committee for CCSC:SC and as the regional representative for the south central region. I am happy to be considered for a third term as the regional representative.”

4. Southeast Regional Representative: Kevin Treu

“I have been involved with CCSC at the regional board level continuously since 1992, having been site chair for the SE conference four times and having served as chair of the regional board since 1998. I have also served for 24 (nonconsecutive) years on the CCSC Board as secretary and SE regional representative. I would be pleased to help carry on the important work of the CCSC board by continuing on as the Southeastern representative.”

Action Item: Approve the Nominating Committee report to the membership for consideration at the 2021 Annual Business Meeting.

Assiter moved to approve the report. Khoja seconded. The motion passed 14-0.

4.2 SPRING ELECTION

We have been using VotingPlace.net to hold elections. Chris Healy, Vice President will conduct elections. The suggested dates for the election are May 1 through May 31 to allow for spring conference membership lists to be finalized.

Action Item: Approve the spring 2021 election to be held May 1 through May 31, 2021 using VotingPlace.net.

Assiter moved to approve the election. Johnson seconded. The motion passed 14-0.

4.3 WEBMASTER APPOINTMENT APPROVED

Rex McKanry has agreed to fill the webmaster position for CCSC. (thanks to Judy Mullins for coordinating). He has already been in touch with Deborah Hwang about getting up-to-speed with website responsibilities. Transition is scheduled to officially take place June 1.

Action Item: Approve appointment of Rex McKanry as the new webmaster.

Assiter reported: Judy recommended Rex and he has already contacted Deborah. June 1 is the handoff date. Assiter moved to approve the appointment. Bareiss seconded. The motion passed 14-0.

Action Item: Approve new contact(s) for ISP billing account (treasurer) and ccsc.org domain registration (webmaster).

Assiter remarked: Maybe the treasurer should do this instead. Assiter moved for approval of the contract. Bareiss seconded. The motion passed 14-0.

4.4 COMPTROLLER NEEDED

We are still looking for a new Comptroller to replace Shereen Khoja.

Action Item: Appoint a new comptroller.

Khoja reported: I am thinking of somebody. The audit committee has not met yet. The committee will have two members plus myself. Gina Sprint from Gonzaga University may agree to be comptroller after the audit committee.

4.5 PUBLICATIONS CHAIR

Baochuan Lu is currently the publications chair and is willing to serve another 3 year term.

Action Item: Approve Baochuan Lu for three year term (August 1, 2021 – July 31, 2024)

We did this already above.

5 REPORTS

- Board members are requested to report verbally only on additions to their written report.
- New action items arising from reports will be deferred to New Business.
- Please read other reports ahead of time and do not read your own report to us during the meeting.

5.1 OFFICERS REPORTS

5.1.1 Report of the President (Karina Assiter)

A year ago, we had just finished our board meeting in Portland, Oregon when SIGCSE was cancelled due to the COVID 19 Pandemic. We had to quickly pivot to a virtual annual business meeting. Then, of course, we had our first virtual board meeting in the fall. Fortunately, there is light at the end of the tunnel; we potentially will meet with a face-to-face conference in the fall 2021, and then at SIGCSE in Providence Rhode Island (planned face-to-face) in spring 2022.

The challenges of COVID have not deterred us from either making progress with our usual business, nor with our efforts to take CCSC into *new directions*.

We had been searching for a new webmaster, and thanks to the efforts of Judy Mullins we have finally found a candidate, Rex McKanry, who will be charged with redesigning our website. Though he will be formally approved by the board this evening, he has already started working with our current webmaster, Deborah Hwang, to get up-to-speed on CCSC business.

Carol Spradling joined the board as Associate National Partners Chair last year and she has been instrumental in working on efforts to propose National Partners changes; this evening she will be calling on volunteers to help in those efforts. In addition, she has proposed a Diversity and Inclusion Committee, which is timely and much needed if we hope to attract a wide range of new members. This proposed new committee will also be discussed this evening.

The New Directions Committee, formed during our fall board meeting, met in December and January, and came up with a proposed list of changes, including adding an Information Officer to our list of board members. This list will be discussed, and selected items may potentially be voted on during tonight's meeting. Instrumental in polling CCSC membership and championing the proposals put forth by the New Directions committee was our membership chair Cathy Bareiss. Other enthusiastic members of the committee were Brian Hare, Kevin Treu and Carol Spradling (and myself).

Tonight, we also welcome to our board meeting Scott Sigman, a former President of CCSC, who will be presenting his proposal for a *Consortium for Software Development Education*; his objective is to have this project endorsed by CCSC. That, as well, will be discussed and potentially approved by the board.

Respectfully submitted,

Karina Assiter, CCSC President

5.1.2 Report of the Vice President (Chris Healy)

Since our last board meeting, we have had four motions, all of which passed.

1. To grant Dr. John Wright of Juniata College the Susan Dean Distinguished Service Award. On November 30, the motion was made by the award committee and seconded by Karina Assiter. Voting was conducted on December 3 and 4. There were 14 votes in favor, with Shereen Khoja abstaining.
2. To approve the minutes of the October 1 board meeting. On December 7, the motion was initiated by Karina Assiter and seconded by Grace Mirsky. Voting was held from December 11 to 14. There were 14 votes in favor, with David Naugler abstaining.
3. To set up a “mega” conference committee among all ten regions. On January 29, the motion was made by Cathy Bareiss and seconded by Grace Mirsky. Voting was held from January 27 to 29. There were 13 affirmative votes, with Brian Hare and David Naugler abstaining.
4. To offer free registration to one CCSC conference in the next 12 months to members of the 2021 auditing committee. Karina Assiter made this motion on February 18. It was seconded by Judy Mullins on February 18 and by Grace Mirsky on February 23. Voting took place on March 1 and 2. There were 13 votes in favor, with Brian Hare and Tina Johnson abstaining.

On December 7, I requested in-cooperation approval from the ACM for the four upcoming spring 2021 conferences: Central Plains, Northeast, South Central, and Southwest. The Midsouth region is not planning a conference in 2021. On December 14, I received word from the ACM that all of the in-cooperation agreements had been approved. Later this spring, I will request approval for the in-cooperation agreements for our five fall 2021 conferences (one of which is in January 2022).

If your region is hosting a conference this fall, I will need a little information from you to assist me in applying for in-cooperation. Your conference Web site should identify both the conference general chair as well as the program chair. Both of these individuals must be members of ACM or SIGCSE. The site should also have an online program (even if it is preliminary), showing all of the sessions and papers. I have to report the ACM how many sessions each conference has and how many papers are being presented. In addition, the ACM desires some information that you would not put on the conference Web site, such as your anticipated attendance figures, your conference’s expected revenue and expenses. If you could get these numbers to me before the summer, that would be great.

5.1.3 Publications Chair Report (Baochuan Lu)

Conference	Acceptance rate	Journal status	Note
South Central	47%	done	http://www.ccsc.org/publications/drafts/SC2021.pdf
Southwestern	43%	done	http://www.ccsc.org/publications/drafts/SW2021.pdf
Central Plains	50%	done	Bin "Crystal" Peng (associate editor)

			compiled this journal issue: http://www.ccsc.org/publications/drafts/CP2021.pdf
Northeastern	57%	in progress	
Mid-south		conference cancelled	

In addition to getting journal issues ready for publication I plan to work on the follow two tasks:

- research ways to compile journal issues from camera-ready PDFs instead of Latex source files, which should avoid various package incompatibility issues.
- automate the process of creating landing pages and deposit DOIs for papers.

I got the following email. Should we accept the offer?

Dear Baochuan:

Journal of Computing Sciences in Colleges has been identified as a great fit for inclusion in EBSCOhost™ global library databases.

Over 18,000 publishers, of all types and sizes, benefit from partnering with us at no cost to them. Partnering with EBSCO provides;

1. An increase in discoverability
 - a. Users conducting topic searches would find individual pieces of your content as results to their keyword searches.
 - b. Over 90% of libraries worldwide subscribe to an EBSCO database.
2. Increased web traffic.
 - a. We add a live link to your website and other contact information to each piece, so that users can go to you directly for further information or subscriptions.
3. Inclusion on EBSCOhost research databases can lead to an increase in individual and institutional subscriptions.
 - a. Our EBSCOhost databases are important tools used by acquisition librarians to make subscription decisions based on patron use.
 - b. EBSCO Subscription Services is the world's largest subscription agent so we share the publishers' focus on growing and maintaining subscriptions

We pay our publisher partners royalties, while helping them reach out to areas they may otherwise not reach.

Please let me know if you have any questions or desire additional information.

Best Regards,

~Krista

Krista Blaisdell | Senior Publisher Relations Manager | EBSCO Information Services | Phone (978) 238-4859

Crystal Peng worked on the Central Plains journal for me. We're almost finished. We just need to insert the reviewer list and the welcome letter.

The letter I received, shown above, says that EBSCO wants to pay us royalties. We would benefit by allowing people the ability to search. Flinn commented: For college library subscriptions, EBSCO is expensive compared to the ACM Digital Library. Authors should not be excluded from seeing their own papers if their library can't afford it. Lu replied: We offer PDF copies of the journal for free. Hare commented: This proposal sounds good, as long as it does not interfere with ACM or our own ability to offer the journal. Lu replied: We don't pay ACM.

Johnson asked: Are EBSCO asking for exclusive publishing rights? Lotfy suggested that we should check if ACM allows us to partner with another publisher. Spradling commented: Several of us should read their contract. Healy remarked: This proposal looks too good to be true. Flinn: I have good relationship with our college library, so I will ask. We have both EBSCO and ACM. Show me a copy of the contract, and I'll show it to our library. Lotfy: ACM will allow non-members to download articles for free. EBSCO might not. Lu: I will communicate with Michael Flinn.

5.1.4 Treasurer's Report (Brian Hare)

The most recent Income/Expenses and Assets/Liabilities reports are attached. As can be seen, while our income has been substantially lower this past year, our expenses have also been sharply lower. Many regions have been able to take advantage of institutional Zoom accounts at their schools for hosting virtual conferences, and without site rentals or banquet costs, conferences have been finishing with healthy balances even with reduced fees.

Since moving to a print-on-demand model for the Journal, our primary expense has been travel related to the board meetings. With the travel disruptions from COVID-19, board expenses have been close to zero. As we emerge from the pandemic and resume normal activities, our expenses will again go up. But at the moment, we have an ample financial reserve should we decide to take on additional projects or goals.

As for the internal management of the treasury: Ed Lindoo has been a valuable asset in reviewing and revising some of our procedures for simplifying our record-keeping. We did make several attempts at automating the process of pulling transactions from PayPal, but were unable to get QuickBooks to correctly match the payment to the invoice. In the process of our experiments and trials, we know there were several transactions in which payments were assigned to the wrong payee if the invoice amount was identical, as well as duplicate entries in which a payment already accepted was accepted again, matched to a different invoice for the same amount. We fixed the ones we found but cannot be certain we got all of them, and have settled on a procedure which is more efficient than what we were doing, but assigns payments correctly. We will thus be making adjustment entries to the recorded account balances to allow a clean start going forward.

There is one other matter I need to report to the board. Our fiscal year ends July 31, and our form 990 is due to the IRS by the 15th of the fifth month after that—in other words, December 15. In early August, like most of us, I was preparing for the beginning of the semester in the new all-online environment. As the 990 wasn't due for months, I didn't worry about it. Our finals ended the second week in December, with grades due the following week. I thought, incorrectly, the 990 was due at the end of the month; by the time I filed it, the deadline had already passed. Penalties for late filing are assessed on a per-day basis after the deadline. By the time the 990 was filed, penalties of \$580 had accrued. I received notice of this via

letter February 1. I arranged for payment February 2 and notified Karina of my error and its consequences. As this expense is directly related to my mistake regarding filing deadlines, one of my primary responsibilities, I am fully prepared to reimburse the Consortium for this expense if the board believes it appropriate.

As to the current status: The check cleared the bank March 3. On Friday, March 12, I received a certified letter from the IRS threatening levy or legal action if the penalty is not paid within 30 days. On Monday March 15, after several attempts, I managed to talk to someone in the IRS service center. The second letter (regarding nonpayment) was generated automatically, and those letters are generated about 2 weeks in advance. Likewise, it can take 2 weeks or more after payment is received until it is fully posted to our account. In short, it appears that the payment and the non-payment letter crossed in the mail. The representative noted that our payment is marked as 'Pending,' and added a notation that it should be credited to the account. She also placed a 9-week hold on any further enforcement action. Finally, she informed me of the procedure for requesting that the penalty be removed. I am preparing that letter, and will be submitting it this week; we should expect a response in 30-60 days. If the penalty is removed, our payment will be refunded.

I have also been meeting with Carol Spradling to discuss the National Partners program; she will be discussing that in her report.

Respectfully submitted,

Brian K. Hare

Treasurer

Treasurer Hare stated that we are solvent. Our recent expenses are near zero. We are not printing the journal, so travel is the only expense. But because of COVID-19 there is no actual travel. The IRS might waive the penalty for filing Form 990 late. Healy asked: Why do we have accounts at two different banks? Hare replied that the national treasurer disperses funds, and the regional treasurers deposit funds. It's for auditability. One of those two banks will be conveniently located for every region.

CCSC External Income and Expenses, August 2020 - July 2021

	CCSC	Eastern	Midwest	Northeast ern	Northwest ern	Rocky Mountain	Southeast ern	Total
Income								
46400 Other Types of Income								0.00
46410 National Partners	6,000.00							6,000.00
Total 46400 Other Types of Income	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,000.00
Conference registrations		\$ 3,380.00	\$ 3,040.00		\$ 3,440.00	\$ 1,700.00	\$ 2,870.00	\$ 14,430.00
Student registrations		\$ 1,430.00	\$ 1,020.00		\$ 60.00		\$ 900.00	\$ 3,410.00
K-12 registrations		\$ 75.00						\$ 75.00
Vendor registrations					\$ 100.00			\$ 100.00
PayPal Sales		1,978.83	3,144.72			390.00	1,196.04	6,709.59
Total Income	\$ 6,000.00	\$ 4,885.00	\$ 4,060.00	\$ 0.00	\$ 3,600.00	\$ 1,700.00	\$ 3,770.00	\$ 24,015.00
Gross Profit	\$ 6,000.00	\$ 4,885.00	\$ 4,060.00	\$ 0.00	\$ 3,600.00	\$ 1,700.00	\$ 3,770.00	\$ 24,015.00
Expenses								
60900 Business Expenses								0.00
60920 Business Registration Fees	22.00							22.00
60950 Reimbursed Conference expense								0.00
60962 facility & equip rentals		199.90						199.90
60965 Speaker & Entertainment							1,300.00	1,300.00
60967 awards		724.93						724.93
60978 Other conference expense				350.73			410.00	760.73
Total 60950 Reimbursed Conference expense	\$ 0.00	\$ 924.83	\$ 0.00	\$ 350.73	\$ 0.00	\$ 0.00	\$ 1,710.00	\$ 2,985.56
60980 Journal expenses								0.00
60985 Journal distribution	275.00							275.00
Total 60980 Journal expenses	\$ 275.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 275.00
Total 60900 Business Expenses	\$ 297.00	\$ 924.83	\$ 0.00	\$ 350.73	\$ 0.00	\$ 0.00	\$ 1,710.00	\$ 3,282.56
62100 Contract Services								0.00
62150 Outside Contract Services	525.00							525.00
Total 62100 Contract Services	\$ 525.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 525.00
65000 Operations								0.00
65050 Telephone, Telecommunications	15.99							15.99
Total 65000 Operations	\$ 15.99	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15.99
65100 Other Types of Expenses								0.00
65120 Insurance - Liability, D and O	351.00							351.00
Total 65100 Other Types of Expenses	\$ 351.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 351.00
Total Expenses	\$ 1,188.99	\$ 924.83	\$ 0.00	\$ 350.73	\$ 0.00	\$ 0.00	\$ 1,710.00	\$ 4,174.55
Net Operating Income	\$ 4,811.01	\$ 3,960.17	\$ 4,060.00	-\$ 350.73	\$ 3,600.00	\$ 1,700.00	\$ 2,060.00	\$ 16,240.45
Net Income	\$ 4,811.01	\$ 3,960.17	\$ 4,060.00	-\$ 350.73	\$ 3,600.00	\$ 1,700.00	\$ 2,060.00	\$ 16,240.45

CCSC financial status, mid FY 2020-21 (as of March 1, 2021)

Account	Balance
WF Checking	\$ 29,607.70
WF Savings	\$ 61,985.25
BofA Checking	\$ 18,084.80
BofA Savings	\$ 54,241.15
PayPal	\$ 41,228.24
Total funds on hand	\$ 205,147.14

Chase credit card	(\$ 151.70)
Journal subscription liability (paid in FY 20-21, issues in 21-22)	
Early registrations liability (paid in FY 20-21, conferences in 21-22)	
Total liabilities	(\$ 151.70)

Region:	Eastern	Budget year 2021		
		host: Marymount University		
		Proposed amounts		
Income		#	each	total
	Registrations - Full - Early	75	\$175	\$13,125
	Registrations - Full - Late	5	\$185	\$925
	Registrations - Full - On-Site	0	\$195	\$0
	Registrations - Retired	0		\$0
	Registrations - Board Members	0	\$140	\$0
	Registrations - Student - early	25	\$55	\$1,375
	Registrations - Student - late	5	\$65	\$325
	Registrations - K-12 early	0	\$50	\$0
	Registrations - K-12 late	0	\$60	\$0
	Registrations - Progr Teams	15	\$60	\$900
	Registrations - student web			\$0
	Workshop - early	0	\$6	\$0
	Workshop - late	0	\$8	\$0
	Extra Meals			
	Banquet (Friday)	5	\$32.00	\$160
	Lunch (Saturday)	5	\$20.00	\$100
	Extra Proceedings	4	\$6.00	\$24
	Vendors Registration	3	\$150	\$450
	Vendors Presentations			\$0
	National Partners	3	\$100	\$300
	Industry Sponsorship			\$200
	UPE Sponsorship			\$200
	Grants			
	Other Income (List)	.	.	
	Total			\$18,084

Expenses				
	Steering Com. Travel Ex.			
	Steering Com. Meeting Ex.	8	\$18	\$144
	Phone/Fax			\$0
	Publicity			
	In support of Conference			
	Other			
	Postage			
	Publicity			\$200
	In support of Conference			
	Other			
	Office Supplies			\$150
	Publicity			
	In support of Conference			
	Other			\$0
	Brochure Printing/Duplicating			\$600
	Publicity (printing, other formats)			\$500
	Other duplicating			
	Signage			\$100
	Speaker Expenses	1	800.00	\$800
	Consortium Head Tax	80	41.00	\$3,280
	Extra Proceedings	40	6.00	\$240
	Meals - Total			
	Breaks-Friday(Morning)			\$0
	Breaks-Friday(Afternoon)	80	12.00	\$960
	Breaks-Saturday (Morning)	60	9.00	\$540
	Breaks-Saturday (11:30 am)	80	9.00	\$720
	Reception (food)	80	15.50	\$1,240
	Banquet	80	25.00	\$2,000
	Ticketed drinks	80	6.00	\$480
	Saturday Breakfast	60	9.00	\$540
	Saturday Breakfast / Snacks (prog. Teams)	45	9.00	\$405
	Luncheon (prog. Teams)	45	15.50	\$698
	Luncheon (Sat.)	98	15.50	\$1,519
	Entertainment			
	Transportation			
	Rentals			\$606
	Student Programs			
	Student Awards			\$725
	Faculty Awards			\$50
	Consortium Membership			\$1,000
	Other Expenses (List)			
	Publicity			\$0
	Planning meeting for 2021 (lunch for 15 participants)			\$233
	In support of Conference			\$0
	Other (Campus Safety/Custodial)			\$0
	Total			\$17,729
	Balance			\$355
	Details of rental above			
	Friday - Keynote - Plenary Session			\$400
	Friday - classrooms for presentations			\$0
	Friday Banquet area			\$0
	Saturday - Programming Contest			\$0
	Saturday - classrooms for presentations			\$0
	Saturday - luncheon area			\$0
	Reception set up	6	\$19.00	\$114
	Reception bar tenders (4 hr. minimum)	4	\$22.95	\$92
	Tech equipment (podium, mic, amplification)			

5.1.5 Membership Secretary Report (Cathy Bareiss)

CCSC Membership Secretary Report						
Spring 2021						
	15/16	16/17	17/18	18/19	19/20	20/21*
CP	<u>51</u>	<u>42</u>	<u>60</u>	<u>24</u>	<u>canceled</u>	
EA	62	86	73	71	63	71
MS	34	<u>29</u>	<u>32</u>	<u>31</u>	<u>19</u>	
MW	50	48	58	71	39	54
NE	<u>97</u>	<u>113</u>	<u>100</u>	<u>82</u>	<u>37</u>	
NW	36	29	35	44	39	27
RM	25	21	34	44	25	18
SC	<u>31</u>	<u>36</u>	<u>38</u>	<u>34</u>	<u>16</u>	
SE	54	62	46	42	43	60
SW	<u>21</u>	<u>19</u>	<u>31</u>	<u>24</u>	<u>21</u>	
MEM	15	10	20	11	12	2
totals	476	495	527	478	314	232
<i>Italics are fall</i>						
<u>Underlined are spring</u>						

Comments:

- 1) Fall covid conferences were up a total of 21 over non-covid numbers of previous year. Spring of 2020 was significantly down but hopefully spring of 2021 will be closer to normal
- 2) Gathering data from conferences as to who is a member is very difficult. Conferences do not indicate this directly and have different conventions for classifying those at a conference. It is up to the membership sec to infer in the more unusual cases if someone qualifies Role is not sufficient. Neither is amount paid. This means the numbers may not be completely accurate, nor the membership roles.
- 3) We have lost the names of the life-long members. To get them, I will need to go through each year's minutes as to who has received the service awards and then also determine who in that least are still with us. This could be done this summer if necessary
- 4) Conferences are not required to report their final numbers to the membership secretary. Nor are they required to submit any final report on the conference to the board.
- 5) Conferences use ConfTool with only their needs in mind because they have not been informed otherwise.
- 6) Side note: Regions do not have any requirements as to when to post their conferences and inform the national site of updated data. They also don't many (other than national vendors) minimum requirements as what needs to be on their websites

Bareiss reported that spring membership numbers are down, as expected. But fortunately, the fall numbers show an increase. It is hard to ascertain exact member numbers because the regions record

membership differently. For example, depending on whether the person has paid or not. So, about five percent of cases are iffy. Coordination between regions is hard due to Conftool.

5.2 REGIONAL REPORTS

5.2.1 Central Plains Regional Report (Judy Mullins)

Central Plains Conference 2021

Our 27th annual conference will be hosted virtually April 9-10 by the University of Missouri-Kansas City, Kansas City, Missouri. Brian Hare is the conference chair, with Scott Sigman serving as a co-chair.

- Our opening keynote speaker will be Dan Zimmerman, Chief Product and Technology Officer at MSTs. The topic of his talk will be *The Next Generation of Technology Leaders*.
- Jérémie Lumbroso (Princeton University) and James Evans (CodePost) will present a SIGCSE sponsored pre-conference workshop titled "*Making Manual Code Review Scale*."
- Proposals for 10 papers, 6 tutorials/workshop/panels and 3 nifty-assignments were received. We accepted 5 papers for an acceptance rate of 50%. 2 tutorials/workshops, 2 panels and 3 nifty assignments were accepted.
- In addition to papers, panels, tutorials/workshops and nifty-assignments, the conference will feature lightning talks, student papers, a student programming contest, a student poster contest. National Vendor representative Laurie White (Google), will present a session "Programming with the Cloud."

The complete program and other conference information may be found at <http://www.cpsc.org/centralplains/>.

Regional Board members and Conference Steering Committee members are:

Board Representative	Judy Mullins
Editor	Crystal Peng
Registrar	Ron McCleary
Treasurer	Denise Case
Webmaster	Michael P. Rogers

Scott Sigman, Brian Hare, Diana Linville, Wen Hsin, Scott Bell, Mahmoud Yousef, Kendall Bingham, Belinda Copus, Joseph Kendall-Morwick, Charles Riedesel, Dayu Wang, Rex McKanry, Deepika Jagmohan

Regional Steering Committee Elections

The positions of Regional Treasurer and Regional Editor will be elected at the Central Plains Business Meeting on April 9th.

Central Plains Conference 2022

Our 2022 conference will be hosted by Drury University, Springfield, MO. April 1-2, 2022. Scott Sigman will serve as the conference chair. At this time, we anticipate that the conference will be a “live” rather than virtual event.

Future Conferences

We are hoping that Missouri Western State University will commit to hosting the 2023 conference.

Respectfully submitted,

Judy Mullins, Central Plains Representative

5.2.2 Eastern Regional Report (Michael Flinn)

Submitted by Dr. Michael B. Flinn, Frostburg State University

We had another compelling Eastern conference at Hood College, virtually, this past fall on October 23-24, 2020. Despite the pivot to a virtual conference, we had several volunteers help with the conference planning, which started in May with monthly meetings and ending in October with weekly meetings for the last seven weeks leading up to the conference. Attendance at the conference was strong. In addition to many regular individuals from the region, we also met with individuals from across the country. All told, 36 different colleges and universities were represented at the conference.

Conference chairs George Dimitoglou and Jiang Li, Hood College, did an excellent job organizing an enjoyable and educational conference. Eastern had no precedent for a virtual conference; however, George and Jiang made the organization and delivery look easy. The well-organized virtual format made it exciting to meet several new participants. Many participants raved about the conference organization and, despite being virtual, how connected they felt to others. The "Main Hall" and other virtual spaces, such as the virtual poster presentations, enhanced the feeling of connectedness – a much-needed addition during a time of isolation. The papers that the conference committee included this year were top-notch and were very interesting and informative. The student and faculty posters were excellent, and the session was well attended. Zoom was used for the conference, and we used the new breakout room feature in the software for the poster presentations. The tutorials and workshops were informative and well attended.

The conference presented 17 posters, 2 workshops, 1 tutorial, 1 panel, 2 nifty ideas, 2 vendor demos, 15 faculty papers, and 4 student papers over 5 sessions. For papers, we had a 57% acceptance rate. We had 98 registered attendees with a breakdown of, 69 Attendees/Presenters, 1 K-12, 1 retired faculty, 24 student attendees, and 3 national vendors. In addition, there were 23 programming teams from 16 different institutes registered for the conference. The programming competition is always a highlight with winning teams from Ladue Horton Watkins High School, Villanova University, and West Chester University. Many other awards were given during the conference.

Best Faculty Papers -

Best Pedagogy Paper: Teaching Introduction to Programming Languages with a Database Twist Suzanne Dietrich, Arizona State University

Best Research Paper: Internet Research Agency's Campaign to Influence the U.S. 2016 Elections: Assessing Linguistic Profiles via Statistical Analysis YuLin Bingle, William Burke, Micheline Al Harrack, Larry Blankenship, Nguyen Khoanam, Christopher Sokol, Sara Sadat Tabatabaie, Marymount University

Best Faculty Poster

Computational Thinking for Computer Science Majors: An Introduction to CS Education Career Pathways Alan Jamieson, Lindsay Jamieson, St. Mary's College of Maryland

Best Student Paper

Performance analysis of the LAMP stack compared to its variants in a single page web application environment Robert Kohibus, Frostburg State University

Best Student Poster

Where Did the Time Go? An Android-Based Phone Time Management App John Viaud, Vitali Surmach, Bilal Abdulmajid, Arcadia University

The opening keynote this year was The What's Next Economy with Jonathan Aberman, Dean, School of Business & Technology, Academic Affairs. The COVID-19 pandemic has changed our society and economy already, with many more challenges and changes to come. Jonathan Aberman, Dean of Marymount University School of Business and Technology, is a national expert on innovation, economic trends, and entrepreneurship. He believes that the United States has entered a new phase, which he describes as the "What's Next Economy?" He will discuss some of the hallmarks of the What's Next Economy and what it means for technologists, educators, and policymakers.

Jonathan's academic qualifications are in the fields of economics and law. He earned BA degrees from George Washington University (Political Science and Economics) and Cambridge University (Law). He subsequently obtained a graduate degree in Economics from the London School of Economics (MSc in Economics). He completed his legal education at Cambridge University (MA) and New York University (LLM). Jonathan Aberman is a highly respected thought leader in entrepreneurship and innovation. His experience as a venture investor, innovation consultant, university professor, and media commentator gives him a 360-degree perspective on entrepreneurship and technology innovation

Links to the call for participation, program, the conference committee, awards, results of the programming contest, and journal can be found under the 'Past Conferences' tab on the region's website, <http://www.ccsc-eastern.org/>.

Dr. John Wright, Juniata College, was honored for his service as Easter Representative from 2014-2020. The award was virtually presented during the conference awards ceremony.

The 2021 conference, our 37th, will be held October 22-23, 2021 at Marymount University in Arlington, Virginia, and will include a programming contest, undergraduate paper sessions, with consideration of a capture the flag cybersecurity challenge.

The co-chairs are Dr. Susan Conrad and Dr. Andrew Hall, both from Marymount University. The Call for Participation, Conference Committee, and other relevant information will be posted on the website. Taking into consideration a COVID-19 vaccine rollout in late 2020 and into 2021, we are planning on an in-person conference, but we are ready to pivot online if the situation warrants. The Eastern steering committee will make the final decision in May or June.

We are hopeful that Dr. Pranshu Gupta of DeSales University will host the 2022 conference, and Dr. Alan C. Jamieson of St. Mary's College of Maryland will host in 2023. We continue to welcome anyone interested in hosting a future conference to contact the Eastern Representative.

Dr. George Dimitoglou was asked to serve on the CCSC Eastern steering committee. We are thankful for his acceptance of the position.

Respectfully submitted,

Michael B. Flinn, Eastern Regional Representative

Flinn reported: Our upcoming host Marymount would like the conference to be simultaneously held in person and virtually. I'll ask the board: Has anyone done it this way? Would it be a logistical nightmare? Is it expensive? Bareiss replied: My classes have been both in person and virtual. My campus is both in person and virtual. Everything proceeds seamlessly. I suggest you set up a Zoom account with a camera. I don't see a problem. This is routine for teaching. Johnson followed up with a question: How do we monitor who gets into a virtual room? Bareiss replied: I recommend having a Zoom host in addition to the session chair to let people in and out. Go for it. Flinn replied: I teach that way too, but my concern is that we have to find more conference volunteers to accommodate the virtual option. I'm worried about logistical things that might go wrong. Hare commented: You need to have good quality microphones, and a good pool of volunteers. You need to support Android and iPhone clients. Lotfy asked: Can you use classrooms to support virtual delivery? Flinn replied: I don't know if Marymount has that technology. Lotfy: Presentations need to be in those rooms. But my college doesn't allow Zoom. I have to use a personal Zoom account to attend our meeting today.

Flinn: Another issue is having a different registration fee for virtual attendees. The virtual cost seems like it should be regular registration minus food? Lotfy responded: That is how we calculated it. Bareiss added: But the issue is having both formats. Midwest agreed to host a virtual format only for people who could not physically come, emphatically not for people who merely wanted to save money. Lotfy remarked: We can't force people to physically attend. Bareiss: I agree. You are just expected to show up in person if you can. Assiter: This issue can be discussed at the mega committee meeting. Bareiss: Yes. Flinn: I like that idea. I feel the anxiety and I am not even the host. I am concerned about the details. Thank you for your input.

Spradling: Because of cost cutting, colleges may ban travel in fall, and for safety with regard to COVID-19. So, you should have backup plan. Flinn replied: Yes, we can conduct the conference as virtual only.

5.2.3 Midsouth Regional Report (David Naugler)

Mid-South 2020 Conference

Due to the Coronavirus the Eighteenth Mid-South conference was canceled.

Mid-South 2021 Conference

There will not be CCSC-MidSouth conference in spring 2021. Our host institution was to be Lyon College in Batesville, Arkansas. Lyon closed for in person instruction due to Covid-19 and has reopened for in person classes only in the last month, requiring daily screening, wearing a mask, social distancing, and communication of symptoms, and exposure to COVID-19.

Mid-South 2022 Conference

Lyon college will be the host for our spring 2022 conference.

We are planning a conference committee meeting this summer or at the beginning of the Fall Semester and perhaps at the same time having a student programming contest.

Respectively submitted,

David Naugler
Midsouth Representative

5.2.4 Midwest Regional Report (Grace Mirsky)

Nothing new to report.

The CCSC-MW conference will be held during the first week of October.

5.2.5 Northeastern Regional Report (Larry D'Antonio)

2021 Conference

The Twenty-Fifth Annual CCSCNE conference will be held April 16-17 virtually on Zoom. The conference chairs are Larry D'Antonio and Ben Fine from Ramapo College.

The numbers of submissions were down considerably this year. There were 12 papers submitted of which 7 were accepted. This represents an acceptance rate of 58.3%. There will also be three papers presented that had been accepted to the cancelled 2020 conference. In addition the conference will feature four tutorials, one panel, two pre-conference workshops, and two lightning talks. There will be 8 faculty posters and a student poster competition will be held.

We have a distinguished invited speaker: Julia Stoyanovich from New York University who will speak on *"Teaching Responsible Data Science: A Quest for Balance"*.

The cut-off date for early registration is April 5, 2021.

2022 Conference

The Twenty-Sixth Annual CCSCNE conference will be held in April 2022 at Pace University (no specific date yet). The conference chair will be Richard Kline from Pace.

Lawrence D'Antonio
Chair of CCSCNE Board
Ramapo College of NJ
Mahwah, NJ 07430

Email: ldant@ramapo.edu

5.2.6 Northwestern Regional Report (Shereen Khoja)

Nothing new to report.

(5:23 p.m.)

Khoja remarked: We are aiming to have the conference on October 8-9, but this is not yet confirmed.
Lotfy noted: But that is the same weekend as the SIGITE conference in Utah. Khoja: Thanks for the reminder.

5.2.7 Rocky Mountain Regional Report (Mohamed Lotfy)

29th CCSC Rocky Mountain Region Conference 2020

The Twenty Ninth Annual CCSC Rocky Mountain Conference was held virtually October 9-10 using MS Teams. Dr. Shawn Chiappetta and Dr. Matthew Rieck –University of Sioux Falls–were the Conference Chairs. Twelve papers were accepted for presentation out of nineteen submitted papers. Three tutorials were conducted. The focus of the conference was on online learning, experiences teaching during COVID-19 and cloud-based app development. Laurie White, National vendor Google, did a nice tutorial on Google cloud and how to program with the Cloud.

- Number of Attendees: 17 Faculty & authors
 1 Students
 1 Partners

Total: 19

- Papers: 19 Submitted
 12 Accepted
 7 Rejected

Acceptance rate: 63.16%

- Tutorials and Panels 5 Submitted
 3 Accepted
 2 Rejected

- National partner Google attended the conference.

The following was the RM 2020 Conference Committee:

CCSC RM Regional Board Chair: Mohamed Lotfy
Treasurer: Ed Lindoo
Editor(s): Pam Smallwood
Submission Chair(s): Karina Assiter and Mohamed Lotfy
Webmaster: Kim Bartholomew
Publicity: Robert Mason
Registrar: Durga Suresh
Conference Chair(s): Shawn Chiappetta and Matthew Rieck
Site Chair(s): April Menzies & Keith Ley
Program Chair: Mohamed Lotfy
Student Programming Competition Chair: Aziz Fellah
Student Posters Chair: Michael Leverington

30th CCSC Rocky Mountain Region Conference 2021

The 30th CCSC Rocky Mountain Region Conference will be held virtually. The tentative conference dates are October 15-16, 2021.

The Regional board for the CCSC RM 2021 includes:

CCSC RM Regional Board Chair: Mohamed Lotfy
Treasurer: Ed Lindoo
Editor(s): Pam Smallwood
Submission chair(s): Karina Assiter and Mohamed Lotfy
Webmaster: Kim Bartholomew and Dan McDonald
Publicity: Sayeed Sajal
Registrar: Ed Lindoo
Conference chair(s): TBD
Program Chair(s): Mohamed Lotfy
Student Posters Chair: Michael Leverington
Student Programming Competition Chair: Aziz Fellah

Key Deadlines:

Submission Due June 13, 2021

Notifications..... July 2, 2021

Final draft Due July 18, 2021

- The website for the conference is at <http://www.ccsc.org/rockymt/>.
- Dr. Sayeed Sajal will start promoting the CCSC RM 2021 conference to institutions in the region states.

CCSC RM Region Notes

- The CCSC RM Region 2020 conference was held virtually for the first time. included the first student poster competition. Only one student from the University of South Dakota submitted a student poster.
- The Rocky Mountain region conference board was planning to have a student programming competition during the 2020 conference but had to be canceled due to COVID-19.
- Dr. Sayeed Sajal joined the CCSC RM 2021 Regional board as the publicity Chair.
- Dr. Dan McDonald joined the CCSC RM 2021 Regional board as the co-webmaster.

Respectfully submitted,
 Mohamed Lotfy, PhD
 CCSC Rocky Mountain Region Representative.

Lotfy remarked: We have some new people on our regional board. We are still looking for a conference chair. Bareiss: Please send the new names to me for the mega committee. Lotfy continued: We use Microsoft Teams. It worked well at conference. It's possible to create virtual rooms. People cannot get in unless they are members or are invited. Outsiders can't crash in like in Zoom. Do we want to test this in other conferences? We have a copy of everything and you can watch the sessions.

5.2.8 South Central Regional Report (Tina Johnson)

2021 Conference

The 32nd Annual CCSC South Central Conference will be hosted virtually by University of Texas at Dallas on April 9, 2021. The conference site/program chair is Shyam (Sam) Karrah, UTD. The program will include papers, posters, workshops, and panels.

The virtual conference will use Zoom with the CC set, all presentations must be pre-recorded, but live during the conference. Bingyang Wei, Moderators Chair, will store the recordings. Paper presentations will be 20 minutes, the tutorial/workshops will be 60 minutes, and the poster presentations will be 3 minutes. The student posters will be presented first, then the faculty posters. The poster presenters will email abstracts to the Poster Chair, the abstracts will be included in the conference program. Judging of the posters will be held prior to the conference based on the video recordings.

Since the conference is virtual, the budget was modified. Registration cost: \$50 regular, \$55 late, \$20 student.

There were 17 submitted papers of which 8 were selected, an acceptance rate of 47%; 1 tutorial and 3 workshops were submitted; all were accepted.

Papers:

We're All In This Together: Learning Communities for First-Year Computer Science Majors

Rita Sperry, Texas A&M University Corpus Christi

A Bottom-Up Approach for Computer Programming Education

Lasanthi Gamage, Webster University

Use of Predefined Computing Blocks in Algorithmic Thinking

Srikantia Subramanya, University of Central Oklahoma

Making Change: Rigorous Software Construction as Experiential Learning

Michael Kart, St. Edward's University

MUIPC and Intent to Change IoT Privacy Settings

Charles B Foltz, University of Tennessee Martin

Laura Foltz, University of Tennessee Martin

Towards a Software System for Spatio-Temporal Authorization

Marshal Moncivais, Texas A&M International University

Mustafa Al Lail, Texas A&M International University

Miguelangel Trevino, Texas A&M International University

Logarithmic Rubric Scoring

Jun Rao, Northern Arizona University

James Palmer, Northern Arizona University

Narcoleptic Philosophers: Message Delays on Paths with ON/OFF Nodes

Timothy Nix, Stephen F. Austin State University

Riccardo Bettati, Texas A&M University

Tutorials/Panels/National Partner Presentations:

On-ramp to AI: lessons from the introductory AI course "Software Development for AI"

Ting Xiao, University of North Texas

Mark V. Albert, University of North Texas

Enrich Student Learning Experience by Building a Cybersecurity Virtual Lab with Open-Source Tools

Jianjun Zheng, Stephen F. Austin State University

Play With Trained Hierarchical

Reinforcement Learning Agents in Two Common Games

Chengping Yuan, University of North Texas

Mark V. Albert University of North Texas

Daniel McGartland University of North Texas

Jakob Smith University of North Texas

Anthony Solorio University of North Texas

Programming with the Cloud

Laurie White, Mercer University, Cloud Developer Relations, Google

Conference Steering Committee:

Program Chair / Professional Paper: Laura Baker, St. Edward's University

Conference Site Chair: Shyam (Sam) Karrah, University of Texas, Dallas

Registrar: Anne Marie Eubanks, Stephen F. Austin State University

Treasurer: Bilal Shebaro, St. Edward's University

Nifty Assignments Chair: Michael Kart, St. Edward's University

Posters Chair: Michael Scherger, Texas Christian University

Moderators Chair: Bingyang Wei, Texas Christian University
Panels and Tutorials Chair: Laura Baker, St. Edward's University
Publicity Chair: Eduardo Colmenares-Diaz, Midwestern State University Texas
National Board Representative: Tina Johnson, Midwestern State University Texas
Webmaster: Abena Primo, Huston-Tillotson University
At Large: Tim McGuire, Texas A&M University

2022 Conference

Decisions regarding CCSC:SC Conference in 2022 will depend on pandemic. No decisions have been made at this time.

Respectfully submitted,

Tina Johnson, South Central Regional Representative

5.2.9 Southeastern Regional Report (Kevin Treu)

Fall/Winter 2020 CCSC:Southeastern Conference

The 34th CCSC Southeastern Conference was hosted by the University of North Carolina Asheville remotely via Zoom on January 22-23, 2021. There were 72 registrants, 13 of whom were students, and 18 of whom were first time attendees (7 of these first-timers were students). These numbers compare favorably to our 2019 conference (77 total registrants) in spite of the initial uncertainty, the delayed scheduling, and the inability to hold the event in person. This maintains an encouraging improvement on the 58 registrants we had in 2018 and 59 in 2017, but is still well below the 94 registrants we had in 2016. (And the 98 registrants in 2014.) The program was one of the best we have had in decades, including 21 papers (up from 15 last year), 1 tutorial, a “nifty assignments” session, a national partner session, and a session of student presentations from our student research competition. A total of 39 regular papers were submitted. This is an increase from 24 last year and from 18 in 2018, so we are trending in the right direction in terms of submissions. 21 were accepted, for an acceptance rate of 54%, compared to 62% in 2019, 55% in 2018, 60% in 2017, 52% in 2016, 57.1% in 2015, 54.5% in 2014, 46.8% in 2013 and 2012, and 60% in 2011. (The acceptance rate for tutorials/workshops was 50% -- 1 of 2 submissions.) Student participation was high in spite of having to participate remotely, with 29 teams consisting of 82 students representing 12 schools in the programming contest. 12 students authored a total of 10 papers in the student paper contest (down only 2 from 12 last year), representing 8 different institutions. Winners in the programming contest were Bob Jones University A (1st), Mercer University B (2nd), and Mercer University A (3rd).

Fall/Winter 2021 CCSC:Southeastern Conference

Bob Jones University will host the 2021 conference, which will once again be shifted to January. The dates are January 28-29, 2022. Ethan McGee and Jim Knisely are the site chairs. The rest of the Conference Committee has not yet been determined. The conference web site is:

<http://www.cscse.org/conference.php?year=35th>

The call for participation is available at the site. July 30 is the deadline for paper submissions. (December 8 is the deadline for abstracts for the Student Research Contest.) Student activities will again include a programming contest and student paper competition. Details of each are available on the web site. The keynote and banquet speakers have yet to be determined.

Our decision to once again move the 2021 conference from November to January is based in part on our desire to return safely to an in person conference with as much certainty as possible. But it is also partly due to the significant spike in paper submissions that we received in 2020 when we moved the deadline to the end of July and moved the conference itself to January (still hoping it could be in person at the time we made the move). The CCSC:SE Regional Board decided it was worth following the same timeline again to see how much of a factor it was in the increased participation rate. Afterwards, we will make a decision – in consultation with the CCSC Board – about moving back to November or possibly shifting permanently to January.

Future CCSC:Southeastern Conferences

The host site for 2022 will once again be UNC-Asheville, our remote host for 2020. As noted above, the conference will take place either in November 2022 or January 2023. In 2023 the conference will return to Furman University. Several institutions have expressed interest in possibly hosting in 2024 or beyond, including potential new hosts High Point University and the University of West Florida, and ETSU, which last hosted in 1996. We will continue to aggressively recruit new hosts, in hopes of cultivating organizers who are willing to be repeat hosts every 5-6 years.

Other Regional Issues/Activities

Overall Health of the Region – Though it is difficult to draw firm conclusions from a conference that was postponed and then held entirely remotely, there are some reasons for optimism. Though registration dropped off significantly in 2017, there are signs that interest in the conference is rebounding. The increase in paper submissions this year was extremely encouraging, and we are eager to see if we can build on that momentum in 2021, especially assuming we can return to meeting in person. Still, we continue to experience a trend wherein only presenters and programming contest sponsors and very few others register for the conference itself. After a long time being vacant, we have recently filled our Publicity Chair position on the Regional Board, and are looking for creative methods of branding and publicizing our conference. In general, I still have concerns about the long term health of the region. I hope to discuss with other representatives how things are going in their regions and what they are doing to keep them vital.

Task Force Initiatives – The regional board is working on some initiatives that are expected to improve the conference and the operations of the region. Specifically:

- Study of the conference calendar including submission deadlines and the traditional time that the conference itself is held (as noted above)
- Developing and refining new procedures for branding and publicity (as also noted above)
- Setting timelines for turnover of long-held Regional Board positions to revitalize the leadership of the region
- Review and assessment of bi-annual Regional Board meeting procedures to address problems of attendance
- Continued refinement of the ConfTool system for paper submission and reviewing, with possible shift to EasyChair

- Consideration of other alternative forms of presentation and participation at the conference, such as the “nifty assignments” session
- Continued testing and dissemination of a comprehensive conference hosting manual

Respectfully submitted,

Kevin Treu

Southeastern Regional Representative

Treu reported: Due to caution regarding COVID-19, and the success of our recent January conference, we are planning to hold the conference in January again. Our paper submissions spiked, maybe due to the timing of conference in January 2021 or the timing of the July 2020 submission deadline. Assiter remarked: Regions should be free to schedule a fall conference in January without board approval.

5.2.10 Southwestern Regional Report (Bryan Dixon)

Regional Officers:

- **Regional Chair:** Michael Doherty, University of the Pacific
- **Treasurer and Registrar:** Niema Moshiri, UC San Diego
- **Regional Representative:** Bryan Dixon, CSU Chico
- **Webmaster:** Angelo Kyrilov, UC Merced

2021 Conference

Three papers accepted, 3 Keynotes, lightning talks, birds of a feather, and 2 tutorials. (7 papers submitted.)

Southwestern Conference 2021

- Location: Virtual via gather.town
- Date: March 26-27, 2020
- Conference Organizers:
 - **Conference Chair:** Niema Moshiri, UC San Diego
 - **Papers Chair:** Megan Thomas, CSU Stanislaus
 - **Authors Chair:** Mariam Salloum, UC Riverside
 - **Posters Chair:** Adam Blank, California Institute of Technology
 - **Speakers Chair:**
 - **Panels/Tutorials Chair:** Michael Shindler, UC Irvine
 - **Lightning Talk Chair:** Paul Cao, UCSD
 - **Site Chair:** Niema Moshiri, UC San Diego
 - **Partner’s Chair:** Michael Shindler, UC Irvine

Southwestern Conference 2022

- **Location:** UC Merced

Respectfully submitted,

Bryan Dixon
Southwest Regional Representative

We saw a drop in submissions this year. We are thinking of using travel.town. You get an eight-bit representation of yourself. When you get close to people, you can talk to them. It gives a virtual conference world feel. We'll use Zoom, and attendees can join from the presentation room.

5.3 OTHER REPORTS

5.3.1 Service Recognition Committee Report (Kevin Treu)

The Susan Dean CCSC Distinguished Service Award will be presented to John Wright via Zoom next Friday evening at the CCSC Business Meeting, and at that time I will call for nominations for the 2022 award. The physical award has been shipped to Mike Flinn, CCSC:Eastern regional representative, to be presented in person to John at the CCSC:Eastern conference this fall.

(5:31 p.m.)

Flinn remarked: The package containing the award is due to arrive tomorrow. Treu added: The presentation will be conducted at the Eastern conference, with photographs. Assiter: I will read the citation. Treu: Our Webmaster will then post the photo to the main CCSC site.

5.3.2 Comptroller's Report (Shereen Khoja)

Assiter: Is there no report because audit committee hasn't met yet?

Khoja: Brian will hear from me to ask for bank records. Do we need regional budgets if people aren't spending money? Hare: Expenses are lower, although not necessarily zero. It is tedious to verify that all regions have checked all the boxes. We haven't been insisting on budgets from those regions that forgot. It has not seemed urgent. Khoja replied: I can send out spreadsheet forms to the regions. Are budgets required by the board? Hare: A budget is required 1 year before the conference to be approved at board meeting. But we have gotten loose on that. Susan Dean was on top of it. It's hard now because these are unusual times. Treu suggested: Please send the templates. Hare: It's good to remind people about budgets. We have money in case you have a bad debt. Khoja: I'm sending now.

5.3.3 Audit Committee Report

Comptroller Shereen Khoja will conduct an audit of the Consortium. The Comptroller will report on the findings of the audit before the board meeting adjourns.

5.3.4 Finance Committee and CCSC Budget Report (Brian Hare)

The Finance Committee is a standing committee of the Board chaired by the Treasurer. Members were appointed to serve on this committee at the Fall Board Meeting. They are charged to report to the Board a recommended CCSC budget for the next fiscal year shortly after the conclusion of the Spring 2021 Board Meeting.

Action Item: Approve budget for 2021-2022 fiscal year.

Hare: We can't do it yet. I will look at the last working budget, and send it to the board after the meeting.

5.3.5 National Partners Chair Report (Liz Adams & Carol Spradling)

Spradling remarked: I am learning a lot. We only have payment from 3 national partners. The rest we will discuss later. Assiter replied: Liz doesn't usually attend but she sends us a report. People who don't vote are not required to attend the board meeting.

5.3.6 UPE Report (Cathy Bareiss)

Bareiss remarked: I handed it off last spring. Ed Lindoo is the new liaison.

6 NEW BUSINESS ITEMS

6.1 CONSORTIUM FOR SOFTWARE DEVELOPMENT EDUCATION ENDORSEMENT (SCOTT SIGMAN)

Scott will present on the proposal. Here is a short summary:

It is proposed that Drury University, like minded colleges and universities, and tech businesses from across the country create a non-profit educational consortium, the Consortium for Software Development Education (CSDE). The consortium will support a unique software development education program that brings students and tech businesses together. The educational program the CSDE supports will take the form of an institute, the Software Project Institute (SPI), that offers online courses that employ problem based learning, PBL, as their core pedagogical methodology. Membership in the CSDE for educational institutions will be without charge. Business members of the consortium will fund the operation of the CSDE's educational program.

Action Item: Discuss and vote on request to endorse CSDE

(Note: We dealt with this agenda item early in the meeting because Scott Sigman had to leave early.)

Former CCSC President Scott Sigman gave a short presentation. He has been inspired by recent online teaching at Drury University. Nationally, there are not enough people earning degrees in CS. CCSC campuses are under-recruited by the tech industry. It is too costly for them to recruit if they only get one person from a school. But, they are happy to have graduates from our schools.

Therefore, we should form a pool of graduates from our set of institutions to offer to tech companies. We should also provide a high quality software development educational experience for students. It would be project based. There would be oral exams and presentations to show how much our students learn. I have some working titles: CSDE and SPI (software projects institute). Business partners would underwrite operation costs. Educational partners would develop and deliver the educational program. This is problem-based learning. Accreditation

agencies may be concerned, but college administration is interested in these sorts of partnerships with industry. I am working with our campus development office. I propose two courses in software development. One at the junior level, the other at the senior level. A company can provide staff to consult. A course would meet three times a week online with a company representative. Walmart, for example. Students work along with actual people in industry, not just hear a lecture. Let's expand the set of companies. Each of us probably has contacts to a small number. And students can work with peers at other institutions.

What should the board do? I am not asking for money. I'm just asking you to endorse the concept. Would make the job of selling my idea to the companies easier. And to seek collaborators. This is not a completely formed concept. Any questions?

Carol Spradling asked: At which institution would students enroll, at their own or at Drury? There may be a problem with financial aid. Sigman replied: We want to keep the cost low. Students will register at their own institution. There is an administration fee of \$350 per student.

Spradling: The student's home institution may not be happy to pay Drury this fee. And the students need financial aid to cover it.

Lotfy asked: There is another issue. Each school would have to adopt these two courses locally. Sigman replied: The home institution can treat the courses as transfer credit from Drury. Maybe we can draw up an articulation agreement. And these courses are not required. The articulation agreement would outline the benefit to the student.

Lotfy: We would need local governance at each institution to approve. Also, we may need to remove local courses to compensate. And some of those local courses are required. For example, there might be a requirement stating that a student must take all upper-level electives at the home institution.

Assiter remarked: We are getting deep into the details and it's 4:30. Bareiss: We need more details worked out before we can endorse this proposal. I can talk to you about it. Sigman replied: But we can't work out details without knowing who else is interested in this proposal. Assiter: Please send the board a document. We can vote on it between meetings. Bareiss: Send the document to all CCSC institutions for their input too. Hare: This proposal sounds promising, but the implementation details are not there yet. Bareiss: Scott, please contact me.

Assiter remarked: We are getting deep into the details and it's 4:30. Bareiss: We need more details worked out before we can endorse this proposal. I can talk to you about it. Sigman replied: But we can't work out details without knowing who else is interested in this proposal.

Assiter: Please send the board a document. We can vote on it between meetings. Bareiss: Send the document to all CCSC institutions for their input too. Hare: This proposal sounds promising, but the implementation details are not there yet. Bareiss: Scott, please contact me.

The meeting continued to Section 3 of the agenda.

6.2 NATIONAL PARTNERS CHANGES (CAROL SPRADLING)

Discussion led by Carol.

Action Item: Ask for volunteers to serve on a committee to review the CCSC National Program. This group will meet and report back to the CCSC National Board at the fall National Board meeting.

Action Item: Approve motion to extend all previous National Partners their previous year National Partnership status until the 2022 year

At 5:43 p.m., Assiter announced a break in the meeting until 6:00 p.m.

Spradling reported: I met with Liz Adams twice, and with Brian. There are minor issues with this program that need discussion. For example, the criteria for different partners based on benefits. We have no printed journal, so that level benefit doesn't make sense anymore. I would like volunteers in addition to

Brian. Mohamed Lotfy also came forward to me to look into this program. I've already prepared a document. Liz said she could participate. It's important to me to gain a historical perspective.

Spradling continued: We need to think about the whole process of getting national partners. Going to a conference such as SIGCSE and visiting them in person seem like difficult ways to recruit them. Our national partners income is about \$20,000 a year. I propose we extend last year's national partners another year plus those who have already paid. Assiter asked: Will that affect us financially? Hare responded: We have ample reserve. Spradling suggested: I propose we don't charge our set of partners this coming academic year. Assiter made the motion. Bareiss seconded. The motion passed 14-0.

6.3 TREASURER (BRIAN HARE)

Proposed that Ed Lindoo's name should be added to CCSC bank accounts

Action Item: Approve motion to add Associate Treasurer (Ed Lindoo) and the President (Karina Assiter) to the CCSC Bank accounts.

Assiter asked if there was any discussion. Hare: If there is only one person on the account (me), and I am incapacitated, we are in a logistical mess. Lotfy replied: I was a treasurer of a non-profit organization, and three people had access to the bank account. Bareiss: Doesn't the president also have access? Assiter responded: With a two-year term, it seems impractical to do so. People with access to the bank account should be semi-permanent. Hare: I have the credit card but so does Judy Mullins.

Hare moved to give Ed Lindoo bank account access. Assiter seconded the motion. Flinn then offered a friendly amendment. The President might never access the account, but it is better to have three people rather than two in case of emergency, based on my experience. Hare accepted the friendly amendment. Assiter clarified that this motion would make Ed Lindoo the associate treasurer. The motion passed with a vote of 14-0.

6.4 COMMITTEE ON DIVERSITY

Carol Spradling proposed forming a committee to look at diversity issues and developing a strategy/plan/proposal for CCSC. Included would be an investigation of how similar and affiliated (SIGCSE) organizations have addressed diversity and inclusion. She would be happy to chair this committee.

Here is some background from Carol:

I personally think diversity and inclusion are important for organizations to address explicitly (to continue to be viable, and to just do the right thing). In an environment where we are nationally working to increase diversity and inclusion in computing, I wonder if we have ever collected data on our membership regarding women and underrepresented minorities? If we have this data then great, but if we do not then perhaps we should be collecting it? The second point is, should the CCSC add another strategy or goal to increase women and minorities memberships? If we adopt this strategy, then how will we address this?

Action Item: Approve formation of a committee to explore diversity and inclusion issues in CCSC.

Spradling asked: Do we have data on what percentage of board members are women? Do we collect ethnicity data? We should promote inclusive environment to minorities and women. Assiter volunteered to be the committee and asked for more volunteers. Flinn chimed in. Spradling replied: I mean this as an ad hoc committee. Healy pointed out that there is precedent for ad hoc committees. Assiter moved. Lotfy and Flinn seconded. The motion passed 14-0.

Action Item: Call for volunteers to serve on committee.

Carol – I will ask a couple more people I'm thinking of.

6.5 NEW DIRECTIONS COMMITTEE (CATHY BAREISS, BRIAN HARE, CAROL SPRADLING, KEVIN TREU, KARINA ASSITER)

CCSC's primary focus is supporting regional conferences. Our work as a national organization should stay focused on this! The items below were selected to help keep our focus on regional conferences and/or as things that have the potential to help improve the conferences.

Areas for Improvement Identified:

Four areas for improvement were identified to help us as we strive to focus on our regional conferences.

Area one: Better coordination of the data. Right now, all the data is separated by regions. There is no central repository of all data without each region downloading its data and then all resulting regions being uploaded into a "central site" which right now is a spreadsheet that then requires work to merge it all accurately. A possible solution for this has been identified and is discussed in a later section.

Area two: Better communication with the members. Right now, there is no regular communication from the board members (president, proceedings chair, etc.) to all members. There is also no mechanism for members to communicate with each other (within a region and/or across all regions). Within a region, someone with administrative permission (registrar, regional rep) can use the website to email everyone, but that is all. There is no way to automatically email every member without the coordination described previously so there is no communication from the board directly to the membership (other than voting and asking for nominations for the service award).

Area three: Better marketing and branding. There is a need to better communicate who we are and get that information out to a lot of people that don't know about us. In addition, our website (nationally and probably regionally as well) does need a major update. This should probably be done by professionals and a possible source has been identified and is discussed in a later section.

Area four: Better coordination across the regions. Information sharing across regions is very limited. Regions can't easily learn from each other. And it is very easy for things to fall through the cracks.

Small Immediate Changes

Item one: For this year (at least) allow a board member to attend a spring virtual conference for free to bring the presence of the board to each regional conference as is done during the fall board meetings. It would be nice for a board member to attend the spring conferences on a rotating basis (for example, once every five years) to bring the national identity to the regions.

Action Item: Discuss and vote

Bareiss remarked: We decided that supporting regional conferences is our primary mission. But there is no coordination between regions. For example, people need a separate account for each region they want to participate in. Plus, the board rarely communicates with members directly. Do we have list of all members? Also consider branding and marketing. We need a professional to do it. What can we do that has low cost? When we added a region, the membership secretary and treasurer went to that region. We don't visit regions anymore. We should encourage board members to attend other regions' conferences, for example by offering free registration. Maybe we can offer each board member one free conference a

year outside their home region. Bareiss made that motion on behalf of the committee. This only applies to spring since we already attend one in fall. Assiter asked: Can we afford to do this? Hare replied: Yes, especially since conferences currently are virtual. Plus, you don't get to go to your home region for free! The motion applies only to this year. Healy asked for clarification that it's not meant for a conference where you're already presenting and would ordinarily be expected to pay. Lotfy remarked: Board members mingle. How do attendees know which board members are there? Bareiss responded: Board members can be recognized and welcomed by the conference organizers. Lotfy: Then you need to alert those people. The motion passed 14-0.

Item two: Remove Affiliate membership (Article III.3 of the By-Laws). Because primary reason for this membership was for libraries to get the journal and the journal is now available to any library via Amazon and electronically to any person via the free portion of the ACM digital library this is now longer needed.

Action Item: Discuss and vote

Bareiss asked: Why are we bothering to supply these journal issues? Brian has to go on Amazon to buy it for those libraries. Lotfy remarked: We should remove affiliate membership, then change the by-law. Bareiss: The entire membership has to vote on by-laws. Lotfy: We affiliate with SIGCSE and we benefit. Why remove other people's benefit? Bareiss remarked: Our by-laws are out of date. The benefit of CCSC membership is just voting. And affiliates don't even get that. Think about the libraries and the people who don't teach at the college level. Lotfy: We are "computing" sciences not just CS. Bareiss: Affiliate membership means nothing. I say we should just have one kind of membership for anybody. Even Google or a university can be a member. Assiter and Bareiss discussed procedure. We'll do this for the fall. Need to write to the Vice President 30 days in advance.

Item three: Allow membership to last for two years. Because the only current benefit now is voting (a new one is purposed later), if someone has to miss for one year, they should still be able to vote. The reason to charge for membership in the past was to cover the mailing of proceedings. This is now longer an issue. If however, someone misses conferences a second year in a row, they will be asked to formally to renew their membership.

Action Item: Discuss and vote

Bareiss: I used to contact people whose membership lapsed. About two or three people each year contact me because they want to renew but they did not attend a conference. Assiter replied: This is another by-law. Lotfy asked: Should we add value to membership? Bareiss replied: We'll talk about that later. This is just immediate.

Formal changes to Article 3:

- Remove section 1. "There are two classes of membership: a. regular, b. affiliate". When there is only one class, it need not be stated
- Remove the word "regular" from section 2. Since there is now only one class, the word regular is no longer needed.
- Remove section 3. This section defines affiliate membership.
- Change 12 months to 24 months in section 4. This is to reflect the new length of membership

- Change 12 months to 24 months in the Standing rule for article III. Similar as to above

Action Item: Discuss and vote

Item four. Because the journal is now longer being mailed to members, a few of the by-laws/standing rules need to be updated.

Article 6, Standing rule 9 d and e. These state that the associate editor duties include coordination with printer and mailing of the proceedings. These should be removed.

Article 9, Standing rule 4 b, c, d, and e. These should be removed. B deals with find a printer and binding the journal. C provides for the mail distribution to membership. D deletes with the collection and storage of back issues. E deals with the selling of back issues. All are no longer relevant.

Action Item: Discuss and vote

Bareiss remarked: We need to get rid of these obsolete rules. Assiter: We should each examine what is relevant to our position to recommend changes. Bareiss: We need ten days before we can vote on standing rule changes. Assiter: Any discussion? Bareiss: They all deal with physical proceedings. Mirsky: This change sounds reasonable.

Important Fundamental Improvements

Item one: Information Chair. The committee is recommending a new elected board position at the level of the treasurer, membership secretary, and publications chair. This person would be responsible for all electronic components of the consortium and would chair a committee that would deal with such issues. This would include websites, identifying and configuring conference registration software, selecting, building, and retaining a repository for all CCSC business, selecting and maintaining methods to communicate to and between members, and other issues. While a number of these items might be done by other folks, the Information Chair would oversee all work and ensure a continuity among all of them. We are all computing professionals. As an organization, we also need to be professional about our electronic presence. We also need a continuity here that has been lacking in the past because there has been no one person that is responsible for it. The first two actions of this person should be a) Identify and develop the way to develop a communication method with the membership b) Identify and develop the platform to be used as a repository for the national board and regions for all their documents. This will involve major changes to Article 6 which need to be written up. It will probably include an additional committee in the standing rules for Article IX on committees.

Action Item: Discuss and potentially vote.

Action Item: Committee to develop job description?

Bareiss: The Northeast region has Google addresses for their people. Why not all the regions? Some regions use Microsoft, others Zoom. Everything is now ad hoc. Lotfy: What is the job of the membership secretary? Bareiss: To determine numbers for voting. But we need Web site coordination. Things fall through the cracks. Rather than telling regions what to do, we should set minimum standards. For example, we need to identify who qualifies as a member. And also guidelines for budgets. And a timeline of what regions must do at a bare minimum. Lotfy: I have a problem with this idea. What, then, is the role of the Webmaster?

Bareiss continued: We need to decide on details and implementation. Should we use Conftool or Easy

Chair to handle reviews? Maybe have a committee with the Webmaster. Lotfy asked: Which committee? Bareiss: Please look at the third line. Lotfy: Why do we have a secretary? Bareiss: The information chair can make decisions regarding technology. In effect, the board is spaghetti code and we need a driver. Lotfy: What is role of Megan and Conftool? Bareiss replied: They would be under the information chair on the committee. Lotfy: Why would there be someone overseeing them? Bareiss: We have many ways of storing documents, keep track of e-mails, and so on. Lotfy: Institutions themselves make these decisions and dictate to us. Bareiss: Then I propose recommendations, not requirements. It's fine to deviate but we need to coordinate.

Mullins commented: The duties of all positions are stated in the by-laws. Bareiss: Some regions do more than others and have more than just a steering committee. There is no commonality between the regions. You should at least know what norm you are deviating from. Regions are independent. The national organization helps with proceedings and finance backup. Lotfy: That is how it was set up. That is why it's a consortium. Bareiss responded: But we also need coordination. We have to deal with the tedium of the ACM in-cooperation agreements and budgets every year. Proceedings are handled well, but the rest is a mess. Here is one issue: Do vendors get recognized? There is no coordination between regions.

Lotfy asked: What do you mean by guidance on technology? What technology? Bareiss replied: I mentioned this earlier. Issues such as having a central repository for documents. Having one way to e-mail the membership. Conftool. For example, I don't know if I should use a Listserv. Somebody should advise me. I should not have to reinvent the wheel.

Flinn commented: I also was struggling to keep up when I got on the board. This proposal sounds like a good idea in the spirit. Karina, did you create a new Google Drive to post this agenda? Assiter replied: No, I have always used Google Drive, and I like it. The agenda was passed around, and we share a copy by e-mail. Our region has a domain.

Mirsky commented: I too had a lot to learn. I had to ask people for advice. Standardization would help. Bareiss then asked for input from the Southeast region. Treu responded: The regional by-laws have lapsed. One step forward would be having each regional rep updating their by-laws. Mirsky: I agree. Bareiss: We did discuss this among many other things. This summer I can come up with a small set of guidelines and small list of questions for next board meeting. I'll send e-mail to the rest of the board this summer to summarize my ideas.

Spradling asked: There should be clarification: Are we changing duties of other officers? The national partners chair for example. We should clarify overlap in personnel. Lotfy: And also the Webmaster. We need bigger discussion about this. We are creating a leadership that is not horizontal, and moving to hierarchy which I am against. CCSC is not meant to be a hierarchy to dictate how to do things. It is the regions that made the consortium and not vice versa. E-mail should be from region not from national or else people will not read it. I think what we are considering is a radical change. Bareiss replied: This is not intended to be hierarchical or dictating, but rather supporting. I see we are not ready to vote. Spradling: Good idea to have regional rep to talk with their group, how this impacts them. Some people are unhappy. Change needs to be slow and you should get input from the regional boards, not just their representatives.

Bareiss: I should phrase it this way: How can I make your job better? Flinn: What do steering committees bring to boards? I don't want to be biased when I approach my steering committee. Bareiss replied: I will come up with samples. We can't impose too much at once or people will object.

Item two: [Change the membership secretary to be the Conference Coordinator](#). If our primary purpose is

to do quality regional conferences, there should be someone on the board whose role is to help facilitate this. In addition, the duties of the membership secretary have greatly decreased over the years and will become less as the data from conference registrations become centralized. This position will still do the remaining duties of the membership secretary but will also be in communications on a regular basis with the regions to help with their needs and see that things don't fall through the cracks. In addition, this will be the identified place where the regions can go with their conference questions who can then direct them to the right place if necessary. This will also involve major changes to Article 6 which need to be written up.

Action Item: Discuss and potentially vote.

Item three: We are considering the option that the consortium switch from ConfTool to Easy Chair for conference registration and possible submissions of work after a successful trial with at least two regions. Conf Tool will not support (even with the professional versions) a central repository between all conferences. This has been a major issue in preventing quality communication and data retrieval over the years. Easy Chair will allow for one central repository of data to be shared across the regions. In addition, the cost of Easy Chair will be much less than the cost of printing and distributing the proceedings so it is very much in the reach of our finances. Benefits include: Allowing each member to only need one account even across regions, Building of "list serves", Consolidating the data automatically as oppose the manually which is error prone, Easy tracking of data.

Action Item: Discuss and potentially vote.

Action Item: If approved, form committee to work on effort to switch

Item four: Hire a company to help establish our brand, do marketing, and/or upgrade our website. We have gotten to the level where this would benefit from a professional vs. a volunteer. Associated with this would be to identify all departments (especially not R-1) related to computing to communicate with their chair about CCSC to reach those that would greatly benefit from us but might not know about us. This would include computer science, information systems, information technology, computer engineering, software engineering, cyber security, data informatics, and others. One firm (...) is willing to meet with us to discuss our needs (at no cost) and help us plan the next steps. In addition, MDReduction.com is a website that sells contacts to people in higher education (including emails). We should be able to get a list of all known computing department chairs in the U.S. for under \$1000 (probably under \$500) to help with the marketing and reaching out to new people.

Action Item: Discuss and potentially vote.

Action Item: Committee to work on hiring.

Bareiss solicited comments: Who are we, besides CS? Should we affiliate with SIGITE or other SIGs? Spradling: It's only going to cost \$200 to get the list. Treu: This is the consulting we need. I am passionate about this organization. But I'm frustrated about not being able to sell it. I'm not good at marketing. It's not my skill set. We definitely need a consultant. Learn how to share our passion with a wider group. Spradling: I contacted this company. They are offering a free session to walk-through and make simple suggestions. And they can estimate how much it might cost us, and they would bid on our contract. Flinn: I remember hearing that we need a volunteer to be the Webmaster, which surprised me. This is money well invested. I have been hiring young professors. They engage in social media. This will cost good money to do right. Bareiss: I like the idea that the first meeting is free. I propose we pursue it. Treu raises hand. Spradling: We need a new Webmater too. Assiter: Rex McKanry is officially starting June 1, but he is already talking to Deborah. Spradling: Who would like to participate? Flinn and Treu chime in. Assiter: I'll forward new Webmaster's e-mail address to you, Carol.

Lotfy: If we enable social media, then who is hosting our Web site? Do we have the money? Assiter: The treasurer was at meeting and this is fine. Hare: Within reason we are fine. We have low bandwidth. We need to keep up with the knowledge. For example, how to have a Linked In feed. Lotfy: We have static Web site. Back end programming needs a better system. Do we have the money to rent a cloud server? Hare: That won't be necessary. Our Web host may accommodate it. We just need to add CSS and some scripting. It's not complicated. Spradling: We will get recommendations and prices and we'll decide what we can afford. Lotfy: About security, what if names are stolen? Hare: Lots of personal information doesn't need to be on the site.

Item five (already approved): Have a virtual national "conference committee" meeting once a year where all the conference committees get together and share ideas. It could be for 2-3 hours. Different jobs could go over and discuss things. For example, the programming competition folks could break out and discuss things. Some could discuss how to increase quality of papers. Other could discuss student activities including possible job fairs. Local site chairs could share ideas, etc. This would help a lot with the regions sharing and benefiting from each other.

Bareiss mentioned receiving positive feedback about the upcoming meeting. An afternoon time has been suggested.

Item six: The development of list serves (or something similar such as google groups) that would allow communication by board/committee members to all members or regional members and that would also allow members to communicate with each other (via email). Beside the use for communication (top-down), members would benefit from being able to easily find people to work on ideas with each other. While this falls under the responsibilities of the Information Chair, it is something that should be done as soon as possible. Once this is working, we could: a. email all members a copy of each region's program after the conference so that they know what papers, etc. were presented. This will allow them to know what might be in the ACM digital library that might be of use to them. b. Use the national list for board members to communicate to the members on a regular basis to update them about things at the national level.

- Action Item: Discuss and potentially vote**
- Action Item: Volunteer/Committee to lead this effort**

Bareiss indicated this is about how to communicate among members. We need data such as working e-mail addresses. A Listserv would be desirable.

Lotfy responded: Conftool has an e-mail feature. Bareiss: But what about members who want to communicate with each other? Lotfy replied: We want to keep them abreast at the conference. Or are we thinking about an added value of membership?

Things to consider for the future

The items listed above are significant and are probably as much as should be done in the next year or two. However the committee has identified (with input from the membership) a number of other opportunities that will deserve consideration in the future.

Idea one: Allow for national virtual workshops (for now, limit to national vendors) limited to the CCSC members. The vendors would love this. It could be a free benefit for the members. Eventually it might be expanded to those presenting high quality workshops at a regional conference.

Bareiss: Google would do this immediately.

Item two: Establish one national virtual conference (say in the summer) that is the “Best of” conference. Each regional would submit a number of sessions from their conference to be repeated in the “Best of” conference. Attendance here might be free for members if they have attended at least one conference that year. We might even have a national Best Paper award (even without this conference) where each region is allowed to submit a small number (1-3) papers for consideration and a committee picks the best one.

Bareiss: My opinion has changed in this direction. If you have anyone in your region interested, please have them contact me.

Item three: Maybe have one more virtual national conference a year on a particular theme. It could be course based (maybe cs1/cs2), topic based (security) or institution based (community college, liberal arts, faith based, etc.). This would also allow those conferences that would like to go to every-other year (because of demand) to allow for an option for the year they are not meeting.

Flinn: These are all good. Thank you. I like the virtual workshop the best. We all have contacts at companies. For example, IBM for us. They talk about AI and block chain. Imagine how many other people would benefit outside our region, but for CCSC members. Bareiss: National vendors can do all the work. Flinn: One vendor might bring in others in competition and not let Google do it all.

Mirsky asked: What about programming national contest sponsors? Should we coordinate? Assiter: Find people willing to spearhead it, champion it. Every idea takes effort to get off ground. It’s best to have a committee of people to do it.

Lu suggested: As nonprofit we can get the G suite from Google. Rule based e-mail for people who retire, for example, a CCSC domain e-mail. Landing page for papers. As compromise, ask regions for membership list so only limited number of people have access. Bareiss: I can ask for it easily.

Should I ask Laurie to do a workshop this summer? Assiter: Good idea. Lotfy asked: Will it be free? Bareiss responded: Yes, as a benefit of membership. Mrisky: Are faculty the Intended audience? Bareiss: Yes

7 ITEMS TO CONSIDER AT FUTURE MEETINGS

(7:40 p.m.)

Assiter: As we said before, stay tuned for more about the information chair and membership secretary, as well as Easy Chair proposals from Cathy.

8 ANNOUNCEMENTS

Assiter: I would love to be able to see calls for papers for the other regions. Bareiss: Regions should send their call for papers to me. Lotfy: They are already on the conference Web sites. Bareiss: But the national site might not have the links to them. Hare: People are more likely to see a call for papers if they receive them via e-mail. Bareiss: But with e-mail, there is no easy way to opt out. Lu: Fortunately, we are only talking about at most 10 announcements a year. Assiter: Getting the call for

papers can be a benefit of membership. Flinn: I was in the CCSC Eastern region for four years before I realized that there were other regions. Assiter: E-mails are a nice idea. We don't need to vote on it.

Mirsky brought up the national programming contest. It is planned for May or June of 2022. How should we announce it? When should we vote to approve it? Assiter replied: The board would need to approve the date. Mirsky: I am working with sponsors now, but we have no commitments yet. Hare: Chuck Riedesel at the University of Nebraska – Lincoln has experience with running programming contests.

Flinn asked: What do we do with the sponsorship money? And what if there is no sponsor for prize money? Can we do this? Healy suggested approaching UPE for funding. Hare: I am not sure. Mirsky asked if there are tax issues with giving prize money. Hare replied that there are. Mirsky asked if every region holds its own programming contest. Lotfy replied: No, we cancelled the one in the Rocky Mountain region. Johnson: South Central does not. Hare: Central Plains sometimes has one. The format varies. Mirsky asked: How many teams do you see? Lotfy replied: We have a security contest, not just programming. Flinn: For our mega program committee meeting, let's have a workshop to plan a "capture the flag" security contest, and another on how to conduct a programming contest. Bareiss: A hackathon is another possibility. I'm preparing a document with details. It will be ready in two or three weeks.

Bareiss reminded the board: Tell me if you want me to register you for your free conference.

9 ADJOURN

Action Item: Approve motion to adjourn

At 7:55 p.m. Assiter moved to adjourn the meeting. Johnson seconded. The vote to adjourn passed 14-0.

Summary of motions passed:

- Approval of this agenda.
- Setting the fall 2021 board meeting to be held at the Midwest conference.
- Setting the spring 2022 board meeting to be held at SIGCSE.
- Re-appointment of Baochuan Lu as publication chair.
- Approval of candidates for the 2021 regional representative elections.
- Approval of scheduling the 2021 election.
- Appointment of Rex McKanry as the new Webmaster.
- Approval of contracts for ISP and Internet domain.
- Automatically extend our national partners through 2022.
- Appointment of Ed Lindoo as associate treasurer; adding Ed Lindoo and Karina Assiter to the bank account.
- Creation of an ad hoc committee on diversity.
- Free registration to one spring 2021 conference for board members as long as it is outside your home region.
- Adjourn