

CCSC-CP Steering Committee Minutes
11:00 A.M., Saturday, January 3, 2015
College of the Ozarks
Point Lookout, Missouri

1. Jim Buchan called the meeting to order and reviewed the agenda.
 - a. There were no Agenda Modifications
2. Minutes of the August 2014 Meeting were presented
 - a. Ed moved to accept the minutes, Brian Seconded, motion carried
3. Judy Mullins gave a report from the Regional Board Meeting
 - a. Platinum partners should get 2 tables at conference,
 - a. Vendor chair should be working with them
 - b. Be sure to include their info on ALL of our printed materials
 - b. Nominations for service recognition award are open
 - c. Make sure we remove graphics that contain commercial product info from accepted papers
 - d. Jan 31st is hard deadline for papers for publication
 - e. Need preliminary CFP for 2016 conference to give out at SIGCSE
 - f. Check formatting for manuscripts, especially references
 - g. Make sure we promote that accepted papers are published in ACM digital library to try and improve submission numbers.
 - h. Discussion about papers that are too long/contain errors
 - a. Include "conditionally accepted" verbage in notification letters
 - b. If authors do not correct errors/length, we will pull their papers from the conference and proceedings.
4. Conference Keynote Speakers (Carol Spradling / Baoqiang Yan)

Friday Keynote: GARMIN INTERNATIONAL – OPTIMIZING BUSINESS DECISIONS
Jim Ingram Manager – Business Intelligence

Friday Night: David Foss, President of Jack Henry and Associates

Saturday: (tentative) Tammy Pirmann CSTA school district representative
5. Conference Pre-Conference Workshop (Judy Mullins/ Baoqiang Yan)
Sean Goggins, Foss2Serve
6. Papers (David Heise, Scott Bell)
8/13 papers were accepted
7. Panels, tutorials, workshops (David Pope, Ron McCleary)
 - a. 6/6 panels were accepted
 - b. 3/4 workshops/tutorials were accepted
8. 11. Nifty Assignments (Michael Haas, Michael Rogers, Mahmoud Yousef)
 - a. 2/3 nifty assignments were accepted
9. Finalizing Lightning Talk and Lighting Talk K-12 announcements (Diana Linville, Lewis McKenzie)
 - a. we will reserved 1 slot for these on Saturday for K-12 Lightning talks
 - b. and possibly 1 slot for university level lightning talks
10. Development of Conference Program
 - a. A basic layout for the program was created with 3 tracks. There will be 3 time

slots on both Friday afternoon and Saturday morning. This allows for 18 total blocks in the schedule.

11. Reports from Other Sub-Committee Chairs

- a. Registration – Ed Mirielli
 - i. Registration is open
 - ii. bulk email is working
 - iii. we believe paypal is working
- b. Programming Contest – Jim Cain,
 - i. Expect to receive an email request for problems in the near future
- c. Poster Contest – Rick Barker, Scott Sigman
 - i. No report at this time

12. Other business, finalization, closing remarks

- a. career fair tables will cost \$50 and will be held Saturday morning from 8-11

13. Meeting adjourned at 2:30 pm.

Key Conference Dates remaining:

- 1/6 **Acceptance Notification – DONE!**
- 1/17 Final paper submission, Baochuan Lu will contact John Meinke for the correct date to do this for the journal.
- 1/17 Jim Buchan submit welcome page and abstracts for speakers for publication
- 1/22 Submit to John Meinke
- 1/25 Submit email conference program (Michael, Scott, and Tim will pull together contacts including another request for lightning talk submissions)
- 2/1 Jim Buchan submit preliminary conference program sans times for schedules to SIGCSE
- 2/22 Lightning talk (K12- undergrad) submissions deadline
- 3/1 Early registration email reminder – let folks know early registration is about to go away and prices will go up. ALL payment must be received no later than 4/3 (see below)
- 3/1 Handouts ready for SIGCSE
- 3/8 Poster contest registration deadline
- 3/10 End of early registration
- 3/10 Programming contest team registration deadline. Teams must register with programming chair. Each student must register individually via ConfTool and the team must contact programming contest chair to register team by this date.
- 4/3 All advance registration payment must be received by this time. After the deadline an email will be sent informing those whose payment has not been received their registration will be deleted.

Attendees:

Jim Cain	SBU	Caleb Berkstresser	College of the Ozarks
Baochuan Lu	SBU	Kendall Bingham	UMKC
Mahmoud Yousef	UCM	Brian Hare	UMKC
David Heise	Lincoln U	Jim Buchan	College of the Ozarks
Ed Mirielli	Westminster	Scott Bell	Northwest
David Pope	Ozard Technical College	Judy Mullins	UMKC
Baoqiang Yan	Missouri Western	Carol Spradling	Northwest
Ron McCleary	Avila	Diana Linville	Northwest
Michael Rogers	Northwest		

