

Consortium for Computing Sciences in Colleges

Fall 2007 Board Meeting

Myrtle Beach, SC

November 8-9, 2007

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Meeting Minutes

Reported by Myles McNally, Vice President

Session One: Thursday, November 8, 2007

1. Call to Order (Susan Dean)

The meeting was called to order at 7:13 pm by President Susan Dean

Present: Elizabeth Adams, Jim Aman, Ernest Carey, Susan Dean, Lawrence D'Antonio, John Fernandez, George Hauser, Myles McNally, John Meinke, Will Mitchell, Bill Myers, David Naugler, Robert Neufeld, Kevin Treu, Brent Wilson

Not Present: Ernest Ferguson, Deborah Hwang, Kim Kiblstrom

2. President (Susan Dean)

Welcomed the Board members. Noted that member Lori Carter (Southwestern region) recently lost her house in the fires raging in California.

Action: Appointed Suzanne Smith and Carol Spradling to the Audit Committee.

3. Vice President (Myles McNally)

Expressed his pleasure in the southern location of the Board meeting.

4. Brief Regional Reports

Representatives were given an opportunity to augment their reports to the Board (contained in the appendix to these minutes). The following points were noted relative to three regional reports:

Eastern – Liz Adams asked about how the number of issues of the Journal to be shipped to individual conferences is determined. It is based on the projected number of registrants in the approved budget for the conference. If this is off, too many issues are shipped.

Mid-south, Northwestern, and Rocky Mountain – Noted lower than usual attendance at their last conferences. This was attributed in the most part to the locations of those conferences. But there was discussion of the number of conferences CCSC holds and whether we have too many. The general opinion was that this is not the problem.

There was general discussion of the results of K-12 efforts and recent conferences, which for the most part have not been particularly fruitful. Jim Aman suggested more direct involvement with the CSTA by the regions as a possible solution to this problem.

5. National Vendors (Susan Dean for Ernest Ferguson)

Nothing to add to the report

6. Publications (John Meinke)

There was continued discussion of publishing conference proceedings on CD. The Board decided to take no action on this issue at this time. Currently electronic copyright releases are being accepted and are encouraged.

7. Membership (Jim Aman)

Getting an actual head count of the membership is made problematic by the acceptance of conference registrations without actual payment. Current practice is that membership counts are computed based on registration counts.

The CCSC database is being redesigned from the ground up. There will be a test run at one or more Fall '08 conferences. Work on on-line membership renewal / conference registration will be part of this new system.

Currently dues notices will be done manually. Early conference registrations will help eliminate unnecessary mailings.

8. Conference Coordinator (Will Mitchell)

Scanned versions of old journals not presently in the ACM digital archives are available on a website Will Mitchell has created. This will be soon linked from the CCSC website.

Question: Do we want to report acceptance rates for each conference in the Journal? Currently this is not uniformly done. Idea: Simply report overall acceptance rates. No action on this idea.

9. Treasurer (Bill Myers)

The Treasurer's report was begun. Bill Myers reviewed the '05-'06 Treasurer's Report (attached near the end of this document). A discussion of the proposed Travel Expense form (also attached near the end of this document) was begun.

10. Adjournment

The meeting adjourned at 11:00 pm, with plans to meet again at 8:00 am the following morning. That meeting will begin with a continuation of the Treasurer's report.

Session Two: Friday, November 9, 2007

11. Call to Order (Susan Dean)

The meeting was called to order at 8:15 am by President Susan Dean

The same members were present as the meeting the night before.

12. Treasurer (Bill Myers) – Continuation

Discussion continued on the proposed Travel Expense Form. Two changes were suggested: (i) Drop the remark which begins "Travel not reimbursed...", and (ii) drop the require signature by the Chair of the appropriate group.

Motion: By Elizabeth Adams, seconded by Jim Aman

Approval of the Travel Expense Form as modified.

The motion passed with no opposition.

Action: Based on the general ensuing discussion of the current CCSC travel policy, President Susan Dean appointed a committee charged with examining the policy and reporting their findings at the next Board meeting. Myles McNally, John Meinke, Bill Myers, and Kevin Treu will be the membership of that committee.

Motion: By Elizabeth Adams, seconded by John Meinke.

Acceptance of the circulated proposed budget for the 2008 Eastern Conference.

The motion passed with no opposition.

Motion: By John Meinke, seconded by Bob Neufeld.

Acceptance of the circulated proposed budget for the 2009 South Central Conference.

The motion passed with no opposition.

It was noted that the Rocky Mountain and Midsouth budget require action in the very near future. They will be taken up by an email vote.

13. Proposed Standing Rules Modifications

An extensive modification of the Standing Rules for Article VI of the CCSC Bylaws was circulated before the meeting. Two changes were suggested: (i) proposed item 6c moves to become proposed item 2c, (ii) proposed item 6b is written as "Provide accurate and up-to-date information to the Membership Secretary in support of membership, financial, publications, and other board functions."

Motion: By John Meinke, seconded by Lawrence D'Antonio.

Acceptance of the circulated modification to the Standing Rules for Article VI of the CCSC Bylaws as amended.

The motion passed with no opposition.

Given that these Standing Rules creates the position of Comptroller:

Motion: By John Meinke, seconded by Myles McNally.

Elect Rob Bryant CCSC Comptroller.

The motion passed with no opposition.

There was discussion of whether the language of items 5 and 12 of the standing rules is adequate, Perhaps there should be language as the length of term and/or some form of periodic review. Susan Dean, Myles McNally, and John Meinke agreed to consider this and make recommendations to the Board before the next Board meeting.

14. New Business

Location of the Fall 2008 CCSC Board Meeting: Although the Eastern region would be next in the normal rotation, it is the same weekend as another fall conference. So it

was decided that the Fall 2008 Board meeting would be held in conjunction with the Midwest conference, which will be held at Hope College September 26-27.

Website: Jim Aman and Myles McNally will work on creating more functionality on the website, including host the Board listserve.

Mailing Lists: Are not to be provided to outside vendors, including National Partners.

Extra Travel Expense: Brent Wilson and Jim Aman met an extra day to consider database issues, which led to the following motion:

Motion: By Jim Aman, seconded by John Meinke.

Approval of an extra day of travel expenses be granted to Jim Aman and Brent Wilson.

The motion passed with no opposition.

There was discussion of authorizing the new Comptroller to meet with the Treasurer sometime before the next Board Meeting so that he could become familiar with CCSC financial policies and practices. This led to the following motion:

Motion: By John Meinke, seconded by Elizabeth Adams.

Approval of the travel expense of the Comptroller to meet with the Treasurer at a mutually convenient time to review CCSC financial policies and practices.

The motion passed with no opposition.

Supporting New CCSC Regions: Jim Aman, Will Mitchell, and Bill Myers will discuss and report back to the Board on the development of a policy regarding the support of new regions.

15. **Adjournment**

The meeting adjourned at 10:58 am.

Draft Agenda

CCSC Fall 2007 Board Meeting Thursday, November 8, 2007, 7:00-11:00 PM & Friday, November 9, 8:00-11:00 AM Board Room 1 Holiday Inn West, Myrtle Beach

As usual, Board members are requested to report verbally only on any additions to or action items contained in the written reports submitted and distributed prior to the meeting.

Officers' Reports:

President
Vice President

Regional Reports:

Central Plains	Northwestern
Eastern	Rocky Mountain
Midwestern	South Central
Mid South	Southeastern
Northeastern	Southwestern

Other Reports:

National Partners Program	UPE
Publications	CSTA
Membership	Conference Coordinator
Database Committee	Treasurer

Approval of Budgets:

CCSC:RM 2008 conference budget – has not been submitted
CCSC:E 2008 conference budget
CCSC:MS 2008 conference budget
other 2008 Budgets?
2009 Budgets for Spring Conferences
SC
others?

Old Business

“Special Duties” – Standing Rule modification proposed by committee
Comptroller
Travel reimbursement forms/Travel policy
Dues notices

New Business

Location of Fall 2008 Board Meeting
Scheduling of Fall Board meetings
Listserve issues
Regional reimbursement concerns, registration issues, other regional concerns?

Report of the President

Susan Dean

Congratulations to all who were re-elected to represent your regions. This was our first year not to have a national level election, as the Presidency and Vice Presidency are now in two-year rotations. So – a first – no new faces to introduce! Welcome back, and may we have a productive year together!

We at the national level exist to serve the regional conferences and our membership as a whole, plain and simple. Independent of them, we have no reason to be here (Board meeting). We serve them by providing a financial framework in which to put on the regional conferences, and by providing *Journal of Computing Sciences in Colleges*, which is our mechanism for sharing our knowledge among the various regions and is also very important in support of promotion and tenure applications by our authors. We are also the umbrella under which the conference-strengthening “in cooperation with SIGCSE” recognition occurs, the vehicle through which we receive and disseminate to the conferences financial support from the National Partners and UPE, and we are the incorporated entity that keeps CCSC and the conferences in accord with IRS regulations. Were all the conferences independent, I doubt seriously that their papers would be included in the *ACM Digital Archives*, which in my mind is a huge validation of the scholarship of our membership.

I’ve been working the word – **Communication** – in my previous reports as President. It is still important, but I have added a second word to my wish list – **Responsiveness**. If, as has happened sometimes throughout this past year (being President definitely includes getting to hear what isn’t working!), we do not clearly communicate and respond to our regional folks in a timely manner, they are going to feel that they are being hurt more than helped by being part of CCSC, and may decide to “un-affiliate”. If that happens, many of the benefits enumerated in the previous paragraph will be lost.

Several items are to be considered at this Fall Board meeting that I hope will alleviate some of our problems.

For one, the committee charged with making sure all the Special Duties positions have “job descriptions” has presented the Board with a proposed Standing Rule to provide those job descriptions. This will clear up such things as who has responsibility for maintaining the “in cooperation with SIGCSE” status, what does the Conference Coordinator do, and very importantly establish the position of Comptroller so we can take some load off the Treasurer position. Are the descriptions perfect? – of course not, and there will be some adjustment as we live with them. But it is important to get them established.

Another area of concern has been the issue of distribution of the printed *Journal* at our conferences, as opposed to a CD containing the papers in whatever form they are initially submitted by the authors. I’m not sure – as I watched a goodly number of communications back and forth – that our newest conference had totally understood that the *Journal* exists

independently of the conferences! Since our papers do appear in the *ACM Digital Archives*, there are copyright violations if they are published to CD in a form other than how they will appear in the *Journal*. Again – here comes the “C” word, as we need to make sure this is communicated to all of our conferences.

There are other issues, and we will get to them at our meeting... meanwhile, I’m at the bottom of the page... and looking forward to all of us being together in Myrtle Beach!

Report of the Vice President

Myles McNally

During this last period the Vice President tallied and recorded 9 Board votes conducted by email. The results are listed below. Approved regional conference budgets are collected at the end of this document. Thanks to Jim Aman for handling the votes while I was out of the country during the month of May.

Results of Board Actions Conducted by Email

April 20, 2007: The Board voted on the following motion, submitted by Jim Aman and seconded by John Fernandez, and that read

I move that the minutes of the Spring 2007 Board Meeting be adopted as posted.

The motion passed with 9 votes for, 0 votes against, and 6 individuals not voting.

May 2, 2007: The Board voted on the following motion, submitted by Bill Myers and seconded by Bob Neufeld, and that read

Adoption of the circulated budget for the 2008 South Central conference.

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

May 14, 2007: The Board voted on the following motion, submitted by Bill Myers and seconded by Liz Adams, and that read

Adoption of the budget for the 2008 Southwestern conference.

The motion passed with 10 votes for, 0 votes against, and 5 individuals not voting.

June 2, 2007: The Board voted on the following motion, submitted by Bob Neufeld and seconded by Jim Aman, and that read

Approval of the budget for the 2008 Central Plains conference.

The motion passed with 11 votes for, 0 votes against, and 4 individuals not voting.

July 14, 2007: The Board voted on the following motion, submitted by Bill Myers and seconded by John Meinke, and that read

Adoption of the circulated budget for the 2008 Northeastern conference.

The motion passed with 10 votes for, 0 votes against, and 5 individuals not voting.

August 6, 2007: The Board voted on the following motion, submitted by Bill Myers and seconded by Jim Aman, and that read

Adoption of the circulated budget for CCSC for 2007-8.

The motion passed with 10 votes for, 1 votes against, and 3 individuals not voting

September 9, 2007: The Board voted on the following motion, submitted by John Meinke and seconded by Jim Aman, and that read

Adoption of the circulated budget for CCSC NW 2008 conference.

The motion passed with 13 votes for, 0 votes against, and 1 individuals not voting.

September 16, 2007: The Board voted on the following motion, submitted by John Meinke and seconded by David Naugler, and that read

That Susan Dean and John Meinke be authorized travel dates to/from Myrtle Beach, SC, for the Fall 2007 CCSC Board meeting Wednesday, 7th November, and Sunday, 11th November.

The motion passed with 12 votes for, 0 votes against, and 2 individuals not voting.

October 2, 2007: The Board voted on the following motion, submitted by John Meinke and seconded by David Naugler, and that read

Adoption of the circulated budget for CCSC MW 2008 conference.

The motion passed with 10 votes for, 0 votes against, and 4 individuals not voting.

Central Plains Region Report

Bob Neufeld

Regional Election

Elections were held at our spring conference; Cecil Schmidt of Washburn University is our new Secretary and Chuck Pheatt of Emporia State was (re-)elected to a three-year term as Webmaster. (Chuck was filling an unexpired term due to a resignation.)

Central Plains Conference 2007

Our spring conference was hosted by Drury University in Springfield, MO, by Scott Sigman, conference chair. Our keynote speaker was Doug Roller, CEO and co-founder of Duck Creek Technologies. A pre-conference workshop on Introducing Visual Studio Team System into the Curriculum was conducted by Joe Hummel of Lake Forest College, under a grant from ACM SIGCSE. Our student web page contest has a pre-conference judging from which finalists are selected to present their web pages at the conference. The student programming contest has become popular with fifteen teams entered this past year, bringing our total of conference participants to 127.

Student Web Contest winners:

- Best Overall Web Site \$300: Arthur Pemberton (University of Missouri - Kansas City)
- Best Visual Design/Layout \$150: Rebecca Sprague (Northwest Missouri State University)
- Best Scholarly Content \$150: Christopher Bosshardt (Missouri Valley College)
- Best Use of Technology \$150: Wes Hardee (Northwest Missouri State University)

Student Programming Contest winners:

- 1st Place \$300 (divided among three students): Southwest Baptist University - Adam Carney, Nate Sisk, Michael Van Devender
- 2nd Place \$250 (divided among three students): College of the Ozarks - Lucas Ragland, Zach Fry, Joshua Brannon
- 3rd Place \$175 (divided among 2 students): Drury University - Matthew Ruth, Cody Pace

With help from Henry Walker, we continue to use the SIGCSE paper submission and review system for this conference. Ernie Ferguson coordinates the effort locally. Overall, this has worked well for us and we would recommend it to other regions.

Central Plains Conference 2008

CCSC:CP 2008 will be at University of Missouri - Kansas City in Kansas City, Missouri, on April 4-5. Judy Mullins is conference chair. Our keynote speaker is Bob Martin of Object Mentor. A new feature for us is lightning talks – as a way to encourage more participation. Other efforts include expanding student poster session participation (from eight this year), a SIGCSE workshop, and attempting a K-12 component. Conference details and the CFP are at

our web site, <http://www.ccsc.org/centralplains/>.

Some conference dates:

Paper Submission Deadline	December 3, 2007
Panel and Tutorial Abstract Deadline	December 3, 2007
"Nifty" Course Assignment Abstract Deadline	December 3, 2007
"Lightning" Talks Proposal Submission Deadline	March 9, 2008
Paper, Panel and Tutorial, and Nifty" Course Assignment Acceptance Notification	January 8, 2008
Final Paper Deadline (Camera-ready copy due)	January 25, 2008

Future Conferences

Central Plains had its first conference at Southwest Baptist University in Bolivar, Missouri, in 1995 and Tim DeClue has invited us back there for 2009 (April 3-4).

Web Site

The Central Plains regional web site is hosted permanently at <http://www.ccsc.org/centralplains/>. More complete information on deadlines, reviewer registration, board and conference committee listings, can be found there.

Respectfully submitted,
Bob Neufeld
Central Plains Regional Representative

Eastern Region Report

Elizabeth S. Adams

The twenty-third annual conference of the CCSC Eastern region was held at St. Joseph's College, in Patchogue NY, on October 12th and 13th 2007.

The statistics for the conference are as follows:

Total Number of Registrants:	175
Faculty	95
Students (Full Conference)	30
Programming	28
K-12 Teachers	16
Vendors	6
Papers submitted:	45
Papers presented:	19
Panels presented:	2
Tutorials presented:	8
Workshops presented:	4
Nifty Ideas Presented	2
Vendor sessions: (National vendors were invited to present at these sessions.)	3
Faculty posters presented:	8
Student Posters presented:	7
College programming teams:	20

These numbers reflect the sessions and papers that were actually presented. There were several cancellations due to unforeseen circumstances. One of the tutorial presenter's, broke her arm and had to have surgery; two other presenters had deaths in their immediate families and could not participate. Two of the three presenters from West Point have been deployed to the Middle East, and their session had to be rescheduled so that the remaining author could present it.

The conference began with two pre-conference workshops, which were offered beginning at 9am on Friday, October 12th. A brief welcome by Sister Elizabeth Hill, President of St. Joseph's College, began at 1:00pm, and was followed by the keynote address. There were two concurrent sessions, each with four tracks, on Friday afternoon. Faculty and student posters were also presented on Friday afternoon. The reception, banquet, and banquet address were held starting at 5:45pm. The programming contest for college students was held on Saturday morning. Three concurrent sessions, were held on Saturday morning. There were also some special sessions included for K-12 teachers. During one break, four "Lightning Talks" were also presented. The Conference luncheon took place on Saturday from 1:30 to 2:30pm. Awards for posters, the programming contest, and best papers were announced at that time. A Panel, addressing Workforce Issues in K-12, Universities and Corporations, and two post Conference workshops

were held on Saturday afternoon. The Steering Committee met at 2:45, following the luncheon.

The Keynote Address entitled "Message Hiding Using Steganography and Forensic Approaches for Discovery" was presented by Bart Mallio. He is currently the Information Security Analyst at Rockefeller University, where he is one of the two lead incident responders. In this position, he is responsible for all aspects of security, including intrusion prevention, forensics, and writing policy. Until recently, he was the Director of Operations in Information Technology at the prestigious Cold Spring Harbor Laboratory, a research and educational institution, known for its groundbreaking work in genetics, neurobiology, bioinformatics and cancer research.

During the Banquet, Bob Metcalfe informed, engaged and entertained the attendees, with tales of his development of the Ethernet, and 3COM Corporation. He discussed some of his recent projects and actively involved the audience, answering their questions and posing others.

UPE donated the money used to purchase the gift certificates, which were awarded as student prizes for the Undergraduate Poster Contest. The first, second and third place winners were respectively: the team of William Katsak and James Matta (Bloomsburg University), Jessica Ragazzi (St. Joseph's College), and the team of Roubous Demetrios, Ryan Shaw and Casler Shawn (The Richard Stockton College of New Jersey). Christelle Scharff coordinated the contest and the judges were Catherine Ricardo, and Jill Gerhardt.

Twenty teams competed in the programming competition on Saturday morning. Bill Mc Allister and Tom Cortina were responsible for the problems and judging. The programming contest prizes were also Best Buy Gift Certificates. The first, second, and third place teams were awarded to the teams from Adelphi University (Corey Italiano, Joseph DiLallo, and Akhil Ketkar), Pace University (Igor Pokryshevsky, Federico Younes, and Jason Terranova) and Moravian College (Chris Beidelman, Wes Moser and Scott Weaver). Congratulations to all the winners and their faculty advisors.

John Dougherty of Haverford College was awarded a gift certificate for the best Faculty Paper for his presentation of "Using Music and Lyrics to Reinforce Concepts".

Both the approved budget proposal and the post-conference budget are attached. The Conference had a profit of at least \$883.91.

Midwest Regional Report

Deborah J. Hwang

Midwest Conference 2007

The 2007 Midwest Conference Committee met on May 5, 2007, at Miami University, Hamilton, OH. 18 papers were submitted of which 12 were accepted. In addition, 2 panels, 4 tutorials, and 2 workshops were accepted.

The Midwest Conference for 2007 was held on September 28-29, 2007 at Miami University in Hamilton, OH. Kerry Smith of Franklin College chaired the conference.

Dr. Alton Sanders of Miami University (OH) gave the keynote address, *The Growing Significance of Ethics in the CS Curriculum*. The dinner speaker was Dr. Stephen Cooper of St. Joseph's University on *Seeing Computing Through Our Students' Eyes*. The conference followed its usual format of three parallel tracks, with paper, panel, and tutorial presentations. There was a pre-conference workshop on *jGrasp* and a post-conference workshop on *Teaching Computer Programming with Alice*. Our annual programming team contest also was held with 11 teams. Taylor University place first, IU Kokomo came in second, and Edinboro placed third. Once again, Taylor University provided the submission system for the contest. 3 student posters were presented.

Continuing this year was a special Saturday afternoon program for K-12 teachers. In addition to the post-conference workshop, there was a roundtable discussion.

Total attendance was approximately 104 with 64 regular registrations, 26 full student registrations, 9 programming contest-only registrations, and 5 K-12 teacher registrants. A great time was had by all!

Steering Committee and General Business Meetings

The Midwest Region Steering Committee also met on May 5, 2007, at Miami University, Hamilton, OH. The main agenda item was the 2008 Midwest Conference budget to be sent on to Bill Myers for approval by the National Board. There was also general discussion about future conference sites and conference chairs with no resolution.

At the General Business Meeting of the Midwest Region, held at the 2007 Midwest Conference and chaired by William Cupp, elections were held for the Regional Registrar position and an At-Large position of the Steering Committee with terms expiring in 2010. The following persons were nominated and elected by acclamation:

- Regional Registrar – Laurie Werner, Miami University - Hamilton
- At-Large – Tom Wulf, University of Cincinnati

It was announced that the 2008 Midwest Conference will be September 26-27, 2008. It will be held at Hope College, Holland, MI, with Herb Dershem serving as site chair and Alyce Brady, Kalamazoo College, serving as conference chair.

Jim Aman's offer to host the 2009 Midwest Conference at St. Xavier University's Orland Park campus was accepted. The conference will be held September 25-26, 2009. Laurie Werner, Miami University – Hamilton, will serve as conference chair.

After discussion, it was decided to accept Cathy Bareiss' proposal to operate a regional wiki. Cathy will set the wiki up and inform everyone by the regional mailing list. In general, information for the upcoming Conference will continue to be disseminated by means of the mailing list, but standing items (such as checklists for various positions within the Steering Committee and Conference Committees, and other items of enduring nature such as regional policies) will be promulgated by means of the wiki.

Midwest Conference 2008

The budget for the 2008 Midwest Conference was approved by the Board via email vote on September 21, 2007.

The 2008 Midwest Conference Committee met October 27, 2007, at Indiana Wesleyan University, Marion, IN. The minutes of this meeting are not available at this time, so a complete report will be submitted at the next Board meeting.

Respectfully submitted,
Deborah J. Hwang, Midwest Representative

Mid-South Region Report

David Naugler

2007 Conference

The Fifth Mid-South Conference was held on March 30-31, 2007 at the University of Louisiana at Monroe with Paul Wiedemeier as the conference chair. There were forty-five professional and thirteen student registrants, and eight 3-person programming teams. Our conference was held on the periphery of our traditional core region and the attendance was about half of that of last year's conference. Sixteen papers were selected from twenty-eight submissions after a double blind review process where each accepted paper had at least three reviewers. There were twenty eight paper reviewers from sixteen institutions representing ten states and one foreign country. The conference schedule included sixteen papers, four tutorials, two panel discussions and one pre-conference workshop. The banquet speaker was Mike Maslowski, Senior Vice President and CIO of CenturyTel who spoke on *The Future of Information Technology in a Flat World*. The 2007 Conference Committee is listed at the conference's website (www.ccsc-ms.org).

2008 Conference

The Sixth Mid-South Conference will be held at Arkansas Tech University in Russellville, Arkansas on April 4-5, 2008. Gabriel Ferrer of Hendrix is conference chair and Larry Morrell or Arkansas Tech is site chair. The 2007 Conference Committee is listed at the conference's website (www.ccsc-ms.org).

Future Conferences

The site for Seventh (2009) Mid-South conference has not been firmly established.

Respectfully submitted,

David Naugler
Mid-South Regional Representative

Northeast Region Report

Lawrence D'Antonio

2007 Conference

The Thirteenth Annual CCSCNE conference was held April 20-21, 2007 at Rochester Institute of Technology in Rochester, New York. The conference had 106 regular (faculty) attendees and 128 student attendees, including 39 programming contest teams and 27 student posters. We had been worried about the effect of holding the conference in what may be regarded as the Ultimate Thule of possible CCSCNE hosts. The attendance was down for faculty from last year, but was up for students.

Paper submissions continue to be strong. There were 50 papers submitted of which 23 were accepted. This represents an acceptance rate of 46%. In addition the conference featured three panels, three tutorials, and two pre-conference workshops.

There were two excellent invited speakers, Andries van Dam, Brown University, who spoke on "*A radical approach to teaching object-oriented programming*" and Mary Jane Irwin, Penn State University, who spoke on "*Impacts of Moore's Law: What Every CIS Undergraduate Should Know About the Impacts of Advancing Technology.*"

The programming contest took place on Friday morning. The thirty nine teams were more than expected and strained the conference resources. But R.I.T. did an excellent job in handling this and all other challenges. The student posters were displayed during the Friday evening social hour. At the Saturday lunch, three best paper awards were presented.

The conference had two sponsors, whose support helped make the conference possible.

- Thomson Learning
- EMC

There were four vendors who exhibited at the conference.

- Prentice-Hall
- Addison-Wesley
- Thomson Learning
- EMC

The conference committee was introduced for the 2008 conference, which is to be held at Rochester Institute of Technology, April 20-21. The conference chair is Adrian Ionescu of Wagner College. The invited speakers for 2007 are Brian Kernighan, Bell Labs and Jeannette Wing, Carnegie-Mellon.

The deadline for paper submission for the 2008 conference is November 19, 2007. All are encouraged to submit a paper, panel, or tutorial.

Other Items

1. The 2009 conference will be held April 24-25 at SUNY Plattsburgh.
2. We are considering University of Hartford and Western New England College for future hosts.

Submitted, October 28, 2007

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

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Northwestern Region Report

George Hauser

Future Northwestern Conference Sites

<i>Year</i>	<i>Dates</i>	<i>School</i>	<i>Location</i>
2007	10/12/13	Linfield College	McMinville, OR
2008	10/10-11	Southern Oregon University	Ashland, OR
2009	10/2-3 or 9-10	Pacific Lutheran University	Parkland, WA
2010	10/1-2 or 8-9		

Regional Board Meeting

The Linfield College campus was the site of our October Regional Board meeting after the 2007 conference.

1. Our 2007 conference has *-just been held. There were 16 papers submitted and 7 accepted. There were 9 panels/tutorials accepted and 10 submitted. There were 49 registered attendees and 14 students. The attendance was 18 less than last year and very disappointing. We will likely be over budget due to this as we budgeted for more attendees than last year but most of the expenses have yet to be billed from the vendors. We should have had more attendees in the Portland, OR metropolitan area except that the conference and site chairs seemed to have difficulty with the email list from the data base and not all people on the list received mailings. The board has discussed this and we plan to more aggressively advertise next year and to emphasize regional interest (such as the Shakespeare Festival in Ashland, OR) and keynote speakers.
2. We have two post-conference events especially targeted for high school teachers. The first was a panel on outreach programs with about fifteen people (panel+audience) and the second was a CPATH workshop on preparing the next proposal where there were about ten people. Attendance by high school teachers was not as good as hoped and there is some question as to whether it is worth repeating the effort next year.

Our next Regional meeting will be held May at Southern Oregon University, Ashland, OR in January. We will investigate using a video conference to hold this meeting to try to reduce travel costs.

Respectfully submitted,
George Hauser
Northwestern Representative

Rocky Mountain Region Report

Ernest Carey

Rocky Mountain Conference 2007

The Rocky Mountain Region held its conference on October 19-20, 2007 at Utah Valley State College. Fifty-five faculty and three students attended the conference. Next year the conference will be held October 17-18, at Colorado Technical University, Colorado Springs, CO. The steering committee for next year's conference is:

Chair: Pat Ormond ormondpa@uvsc.edu *Utah Valley State College*

Site Chair: Elba Rushing erushing@coloradotech.edu *Colorado Technical University*

Program Co-Chairs: Terry Scott tscott@fisher.unco.edu *University of Northern Colorado*

Noel LeJeune lejeunen@mscd.edu *Metropolitan State College, Denver*

Papers Co-Chairs: Terry Scott tscott@fisher.unco.edu *University of Northern Colorado* Noel LeJeune lejeunen@mscd.edu *Metropolitan State College, Denver*

Proceedings Chair: Jean Johnson jeanjohnson@bhsu.edu *Black Hills State University*

Session Moderators Chair: Victoria Eisele Victoria.Eisele@frontrange.edu *Front Range Community College, Fort Collins*

Publicity Chair: Aaron Gordon gordon_a@fortlewis.edu *Fort Lewis College, CO*

Registration Chair: Elba Rushing will find someone on site, if not Jerry Shultz has volunteer to do it again shultzj@mscd.edu *Metropolitan State College, Denver*

Representative to the Board: Ernest Carey careyer@uvsc.edu *Utah Valley State College*

Treasurer: Ernest Carey careyer@uvsc.edu *Utah Valley State*

Web Site Chair: Doug Medin medin@cs.wnmu.edu *Western New Mexico University*

Respectfully submitted,
Ernest Carey
Rocky Mountain Regional Representative

South Central Region Report

John D. Fernandez

Preliminary 2007 South Central Conference Report

Midwestern State University at Wichita Falls, Texas hosted the April 27-28 conference. Twenty nine papers were submitted and 17 were accepted for publication. In addition, the conference included 7 tutorials and 2 student papers. We had 68 faculty or vendor registrants and 12 students. Three poster (\$75, \$50 & \$25) and two paper (\$50 & \$25) awards were made. Total deposits/revenue was about \$9,100 and unverified expenses total approximately \$7,900.

2008 South Central Conference

Texas A&M University – Corpus Christi is the site of the April 18-19, 2008 conference.

Future Conferences

The SCC Steering Committee has planned the following future conference sites:
2009 Southeastern Louisiana University – Hammond, LA (Proposed 2009 Budget is attached)
2010 St. Edward's University – Austin, TX

Other

An item of concern for the Steering Committee is that there are no stated boundaries for regions and no oversight of the scheduling of conferences that might be located too close to each other, causing lower attendance at both conferences and hurting both regions. The issue of all authors having to sign the copyright release was discussed. Other conferences, e.g. ASEE, only require the lead author to sign the copyright release. If we could change this procedure, it might make the delivery of papers to John Meinke a little more timely. The many responsibilities laid on Bill Myers is a concern to many Committee members because it is very difficult for Bill to respond to the increased demands by more active regions and an increased number of regions. He should be provided some help.

Respectfully submitted,

John Fernandez

**South Central Conference Budget
April 2009 CCSC: SC**

	Number	Per Item	2009 Proposed	2009 Approved	2008 Approved	2007 Actual
Income						
Registrations-Full-Early	65	\$125.00	8,125.00		7,750.00	
Registrations-Full-Late	5	\$135.00	675.00		675.00	
Registrations-Student	15	\$45.00	675.00		225.00	
Extra Meals	5	\$15.00	75.00		0.00	
Vendor's Registration	2	\$125.00	250.00		250.00	
Extra Proceedings	5	\$10.00	50.00		50.00	
Previous Proceedings	0	\$10.00	0.00		0.00	
Other Income Items						
UPE Grant			175.00		175.00	
National Partners			400.00		300.00	
Vendor's Contribution						
	Total		10,425.00		9,425.00	
Expenses						
Extra/Previous Proceedings	20	\$6.00	120.00		120.00	
Steering Com. Ex.			200.00		200.00	
Phone/Fax			5.00		5.00	
Postage			500.00		500.00	
Office Supplies			150.00		100.00	
Brochure Printing			600.00		400.00	
Duplication			0.00		0.00	
Speakers Expenses						
Consortium Head Tax	70	\$41.00	2,870.00		2,747.00	
Meals			0.00		0.00	
Breaks			100.00		0.00	
Banquet / Entertainment	90	\$40.00	3,600.00		3,320.00	
Luncheon	72	\$10.00	720.00		560.25	
Other meals			0.00		0.00	
Transportation			0.00		0.00	
Student Programs			0.00		0.00	
Student Awards			300.00		300.00	
Consortium Membership			1,000.00		1,000.00	
Other Expenses			0.00		0.00	
Transportation						
	Total		10,165.00		9,252.25	
	BALANCE		260.00		172.75	

Southeast Region Report

Kevin Treu

Fall 2007 CCSC:Southeastern Conference

The 21st CCSC Southeastern Conference is scheduled for Nov 9-10 in Myrtle Beach, SC under the sponsorship of Coastal Carolina University. John Stamey is the site chair and local registrar, Kevin Treu (Furman) is chairing the regional board; Laurie White and Andy Digh (Mercer) are program co-chairs. Other regional board members are Julia Benson-Slaughter (membership chair, Georgia Perimeter), Susan Dean (publicity, UMUC – Maryland in Europe), Lynn Denoia (treasurer, Winthrop), Dee Medley (2008 site chair), Bill Myers (at-large, Belmont Abbey), Becky Tallon (secretary and 2006 site chair, Lipscomb), John Meinke (Proceedings Editor, UMUC – Maryland in Europe), Paula Gabbert (at-large, Furman University) and Robert Lover (at-large, Belmont Abbey).

The members of the local conference committee are:

- Local Arrangements Chair: John Stamey
- Local Publicity Chair: John Stamey
- Speakers Chair: John Stamey
- Vendors Chair: John Stamey
- Corporate Sponsors Chair: John Stamey
- Programming Contest Directors: Andy Digh, Chris Healy
- Student Research Contest Director: Anil Shende

The scheduled program includes 21 papers and 3 tutorials, plus a session of student presentations from our student research competition. A total of 34 regular papers were submitted of which 15 were accepted outright and 6 accepted conditionally (acceptance rate 62%).

A pre-conference workshop entitled "Computing and the Mysteries of Life: Bioinformatics" will be presented by Dr. Steve Sheel and Mr. Ryan Rossi of Coastal Carolina (scheduled from 8:30 a.m. to noon on Friday, November 9).

Dr. Jean-Louis Lassez of Coastal Carolina will give the keynote address "Action Labs: Motivation and Retention" Dr. Duncan A. Buell, Professor and Chair of the Department of Computer Science and Engineering at the University of South Carolina, will give the banquet address "The Crisis in Computer Science — And is There Something We Can Do About It?".

Student activities consist of a programming contest and a student research contest. 29 teams (104 students) representing 20 schools have registered for our 14th annual programming contest. 6 student abstracts have been accepted for the student research contest.

The student research contest is in the fourth year of a significant re-design, which has been very successful. Specifically, the deadline was moved to mid-September (from late May in previous

years), and only extended abstracts (rather than full papers) have been solicited. Accepted abstracts will be presented as posters on the first day of the conference, with the top projects then given as full presentations on Saturday.

Winners in each of the competitions will be announced at the conclusion of the conference on Saturday, Nov 10.

2008 CCSC:Southeastern Conference

Augusta State University in Augusta, GA, will host the 2008 conference on Nov 8-9. Dee Medley is the site chair.

Other Regional Issues/Activities

New Conference Features— For the second time, we are offering registrants the opportunity to participate in a Saturday evening post-conference outing. Participants will gather for a golfing excursion in Myrtle Beach. We plan to repeat this feature of the conference in coming years if we are successful in growing it.

Long Range Planning – We have, for the first time in our history, identified our conference locations for the next four years (through 2010). This is a positive indicator of the strength and interest in our conference.

Respectfully submitted,
Kevin Treu
Southeastern Regional Representative

National Partner Chair Report

Ernie Ferguson

I am pleased to report that we now have five national partners: Addison-Wesley Computing, Microsoft Corporation, RidgeSoft, Thomson Course Technology, and John Wiley and Sons. The changes that Myles made at www.ccsc.org have been helpful.

I need to know the locations and dates of the fall 2008 conferences for inclusion in the brochure I will distribute to vendors at SIGCSE 2008.

Communication with regional vendor chairs has been difficult. The regional conference web sites are often late providing this information. In the future, I plan to communicate with regional representatives and let them relay information to the people responsible for vendors at their conferences.

I want to encourage conference chairs to invite our national partners to participate in the regional conferences.

Publications Chair Report

John Meinke

Fall 2007 Conferences

A summary of the statistics for the fall conferences follows:

Conference	Number Papers	Average Size	Panels/tutorials/...	Average Size	Face Count
Midwest	12	7.4	15	1.5	114
Northwest	7	7	10	2.3	77
Eastern	19	7.2	22	1.6	178
Rocky Mountain	21	7.1	3	1.7	168
Southeastern	21	7.2	6	1.7	162

Note that the Midwestern panels/tutorials figure includes eight nifty assignments. The Eastern figure includes four poster sessions and one nifty assignment. Please note that the figures above are hand created so there is a potential for minor error. Also note that in the total page count the leader pages are included, i.e., conference committee, referees, conference welcome, and so forth.

Once again, my thanks to the editorial team, Susan Dean and George Benjamin, as well as the folks I worked with from the individual conferences: Genevieve Orr, Laurie White, Andy Digh, Jean Johnson and Bill Cupp. It's been an excellent team to work with.

Once again I need to have all conferences negotiate their deadline dates. We do combined issues of the *Journal* which necessitates that the later conference's deadline needs to be the same as the earlier conference. Quite frequently I don't know which two will combine based on page counts, until the last minute, so for the Spring conferences I need the early deadline dates. That way I know how things will fit together.

Distributing conference proceedings on CD or DVD

There are copyright issues if the proceedings for a conference are distributed on a CD or a DVD as opposed to the official paper copy of the *Journal*. If a conference chooses to take the raw manuscripts and places them on a CD or DVD and distributes them that constitutes publication

and neither ACM nor CCSC can legally publish them. It would be entirely possible for the electronic version to be downloaded from the ACM Digital Archives and placed on a CD or DVD for distribution provided the appropriate citation is given.

I will caution that again this impacts on the printing schedule. Not only do we have the reformatting time, but also have the assembly of typically two conference proceedings depending on each other. Fall conferences are not as much of a problem as we do have the summer to get stuff in. Spring conferences present more of a challenge.

For this Fall's conferences all proceedings were available on the Digital Archives prior to the conference.

ACM SIGCSE has indicated that the Proceedings of the SIGCSE 2008 conference will be distributed on CD. We should watch to see how this works in March. One can request a printed copy ahead of time but must pay separately for that hard copy. Will the proceedings then constitute a hard copy of the SIGCSE Bulletin as has been the case in the past? They were always published under different covers. We will watch how this proceeds, including the layout of the CD, this coming Spring.

Copyright releases

May I reiterate that we have a separate copyright form for tutorial and panel presentations whereby the copyright is held by the author(s). The restriction is that it can be used if the manuscript is at most two pages. It will allow the same presentation (tutorial, panel discussion, workshop) to be reprinted for a second conference. Please go to faculty.ed.umuc.edu/~meinkej/ccsc to find the appropriate forms and download them. The form is termed the CopyrightSelfHoldRelease. It is very important that this form be used when appropriate. (Note that this is based on ACM's restrictions, and it is an ACM restriction that the description be no more than two pages.)

I continue digitizing hard copies of copyright releases. A pdf version of a copyright release is at this point the preferable form.

ISSN

We now, finally, have an ISSN. The ISSN for the print copy is 1937-4771 and for the electronic copy is 1937-4763.

Respectfully submitted,
John Meinke, Publications Chair

Membership Report

Jim Aman

First, I want to thank Kris Powers for smoothing the transition between us. She did so in the midst of a career change and the moving of her entire household. Second, I must thank Brent Wilson for “watching my back” while I adjusted to the job at hand.

Last fall Kris Powers announced that future reports would reflect conference attendance. To prepare this report, I pulled the check-in lists from the database for spring 2006 and fall 2007 conferences and hand-counted the numbers of attendees to determine actual membership figures. The counts given below correct the figures provided at the spring board meeting, differing by 1-5 in all cases except Southeast, which was known to be inaccurate at the time.

However, I believe it is as important to have a snapshot of the total membership at some point in time. As of October 26, 2007, membership including individuals who pay their dues independently stands at 547. During the past annual cycle, 647 members paid full conference fees. The reported figure for conference attendees last fall was 639 so we are slightly ahead in that view. In future, I will report the attendance both as a snapshot and as reflected by conference attendance. The former is, I believe, the proper figure, even though it might include a few people who have not yet renewed their memberships.

Membership renewal is a high priority on my task list. Renewal notices have not been sent in timely fashion, if at all. As the time this report is being prepared, Brent Wilson and I plan to arrive in Myrtle Beach a day ahead of the conference specifically to work on issues related to renewals and other functions associated with the database and particularly those which will help regional registrars. High on the list of tasks are queries for upcoming membership expirations (possibly with automatic renewal notice generation), online membership renewal, and the addition of fields to handle special registration categories (such as K-12 attendees). I also want a count of members by expiration date, which will give us a better picture of the ebb and flow of the membership count. As we delve into the issues, we may uncover additional concerns. We will also develop a timeline for the tasks, all of which should be finished before the spring board meeting.

CCSC MEMBERSHIP – October 26, 2007

	Fall '06	Spring '07	Fall '07
CP		56	
ES	95		92
MW	81		64
MS		46	
NE		110	
NW*	73		49
RM	32		*
SC		66	
SE	88		*
SW	--	--	
Totals	369	278	205
	647		

NW fall '06 also had 8 out-of-region board members present

Conference Coordinator Report

Will Mitchell

CSTA Liaison Report

Jim Aman

During the past year, quite a few of the CCSC conferences held sessions for K-12. Participation was mixed. Major problems seem to be reaching the teachers effectively with promotional materials. Organizing the K-12 part of the conference as a formal CSTA TECS workshop will bring CSTA's resources into play. They will advertise the event to their email list for an area as wide as the organizing committee wants. They will also send additional support materials and items which can be used as door prizes or attendance rewards. There is also a commercial company which CSTA recommends for handling blast emails. Their work is excellent and typically produces quick response.

I have had several more conversations with Steve Cooper, my counterpart in CSTA, about ways we can cooperate. A few CCSC conferences have taken advantage of CSTA's offer to provide keynote speakers. CSTA has received a grant from NSF to develop local chapters, and this will start in the spring. TECS and JETT workshop sponsors are the logical partners around whom the chapters can be built.

I would again urge member universities to consider holding TECS and/or JETT workshops. Both are flexible in length (half-day to several days) and content (some or all of a set of topics). CSTA will advertise the workshop through blast email. A commercial email company can also be used, but the cost can be a factor. (An August 5-state blast cost roughly \$700 but produced immediate results in registrations.)

Information about TECS is available at tecs.acm.org and about JETT at jett.acm.org.

Treasurer's Report

Bill Myers

1. Financial Report for 2005-06

The final report is attached. Copies of the tax return will be available for inspection.

2. Financial Report for 2006-07.

The current state of the report will be available at the meeting. There are still issues with some of the income items. I am awaiting the final expenses from the MidSouth Conference and George's mailing expenses for the Spring journal issues; they are due me this week. In addition, I am awaiting documentation for two travel reimbursements.

3. Issues with Bank of America

This is still being negotiated with the bank.

4. Travel Policy

The revision following last spring's discussion is attached.

5. Record Keeping Changes

With the advent of a tenth conference, I have taken the opportunity to revise the way I record transactions. Now each conference's income and expenses are separate so that it is easier to make reports to each conference on the current state of my records on each conference. I will be sending this data twice a year to each conference treasurer for verification.

6. Budgets for Consideration

2008 MidSouth
2008 Eastern
2009 South Central

Budgets that need to be acted on before the next meeting. (If these exist, please give them to me before the meeting.)

2008 Rocky Mountain
2009 Southwestern
2009 Central Plains
2009 Northeastern
2009 MidSouth

Budgets that need to be submitted at the next Board meeting

- 2009 Midwest
- 2009 Northwest
- 2009 Rocky Mountain
- 2009 Eastern
- 2009 Southeastern

Proposed Standing Rules Revision

STANDING RULE(S) FOR ARTICLE VI:

1. The Vice President shall:
 - a. Notify the winners of any election with a congratulatory message copied to the President within one week of certification of the election.
 - b. Notify the unsuccessful candidates for any election with a message thanking them for their support of CCSC and encouraging them to continue active participation in the organization. Such notification should occur coincident with the notification of winners of such election, and should be copied to the President.
 - c. Within two (2) weeks of election results, request the winner's affiliation and contact information for public release, and forward said information to the CCSC Publications Chair (for publication in CCSC official publications), the CCSC Webmaster (for inclusion on the CCSC web site), and the Board listserv maintainer (for inclusion on the CCSC Board listserv).
2. The Membership Secretary shall:
 - a. Provide in a timely manner appropriate mailing lists as needed for any Consortium business.
 - b. Be the interface between the Board and the Database Administrator to resolve database problems.
3. The Publications Chair shall:
 - a. publish a minimum of four issues of the *Journal* each year.
 - i) Each issue of the *Journal* shall consist of refereed proceedings of the sponsored conferences, other proceedings selected by the Board, and/or other publications chosen by the Board.
 - ii) The content of *Journal* issues shall be refereed, unless otherwise designated.
 - iii) Each issue of the *Journal* will include a complete list of the members of the Board of Directors along with appropriate contact information.
 - b. Publish a separate newsletter regularly, typically to be included as an insert with *Journal* issues. The September newsletter shall serve as an annual newsletter to the membership, containing the results of the Spring elections, the current Bylaws, and the Standing Rules of the Consortium. The issue shall contain a list of the year's sponsored conferences with dates, locations, and conference chair, information regarding the Annual Meeting, and any other article or information deemed of interest to the membership by the Publications Chair.
 - c. *Execute appropriately on a regular basis legal documents related to copyright issues.*
 - d. *Set up and maintain a centralized repository of copyright forms in an electronic repository.*
4. *The Treasurer shall:*
 - a. *Set up and maintain a centralized repository of proper vouchers and books of*

- accounts in an electronic repository.*
- b. Prepare tax and other legal and financial documents.*
5. Individuals charged with special duties are the Conference Coordinator, Webmaster, National Partners chair, Associate Editors of the *Journal*, Comptroller, and Database Administrator.
6. The Database Administrator shall:
- Maintain the membership database as specified by the Board.
 - Provide timely reports to support membership, financial, publications, and other Board functions, reflecting accurate and up-to-date membership information.*
 - Coordinate with individual regional/conference registrars to ensure that conference-related membership information is kept up to date.*
7. The Comptroller shall:
- Conduct preliminary reviews of regional/conference budgets and coordinate clarification with regional committees before submission of the budgets to the Treasurer and subsequently to the Board.*
 - Review financial records on a regular basis to ensure that income and expense items are properly recorded and up-to-date and agree with bank statements and Board-approved budgets.*
 - Chair the Audit Committee.*
 - Establish a procedure for continuity in the absence of the Treasurer.*
8. The Conference Coordinator shall:
- Submit appropriate paperwork in a timely fashion on an annual basis to ACM to insure all regional conferences are “in cooperation with ACM SIGCSE.”
 - Annually review the CCSC web site regional pages for usability.
 - Continue ongoing exploration of interest, need, and viability of new conferences/regions and report progress on such at regular Board meetings.
 - Coordinate establishment of new regions/conferences under Board directives and in accordance with Bylaws/Standing Rules regarding establishment of new regions.
 - Maintain a central planning comprehensive conference calendar for the CCSC website.
9. The Associate Editor(s) shall assist the Publications Chair with duties as assigned, to include such items as:
- Copy formatting.*
 - Proofreading.*
 - Manuscript assembly.*
 - Coordination with printer.*
 - Mailing.*
10. The National Partners Chair shall:
- Actively recruit potential National Partners via publicity and personal contact.*
 - Insure that the CCSC web site accurately describes the National Partners*

program and its current members.

- c. Provide regular reporting to the Board regarding both successes and challenges for the National Partners program, assessing each region's contributions.*
- d. Maintain relationships with current National Partners.*

11. The Webmaster shall:

- a. Be the point of contact with the Internet Service Provider hosting the official CCSC web site and centralized repository of financial and publications records.*
- b. Maintain the CCSC web site, providing timely updates as information is made available by regional and national officers.*
- c. Maintain the centralized repository, including providing access to the appropriate CCSC officers.*

12. At the discretion of the President and Vice President, an individual charged with special duties may be invited to attend the next Board meeting following his or her appointment.

Accepted at Board Meeting

Treasurer's Report 2005-06

	CCSC	CP	EA	MS	MW	NE	NW	RM	SC	SE	TOTAL
BEGINNING BALANCE											<u>88,506.19</u>
INCOME											
Membership Dues	1,032.50										1,032.50
Dues Collected in 2004-05	70.00										70.00
Dues for 2006-07											0.00
Conference Head Tax	28,044.00										28,044.00
Conference Head Tax from Spring	10,290.00										10,290.00
Proceedings	1,680.00										1,680.00
Back Issues											0.00
Interest	2,937.18										2,937.18
National Vendor Registrations	6,300.00	400.00	300.00	400.00	300.00	400.00	300.00	300.00	400.00	300.00	9,400.00
Grants											0.00
Registration		7,865.00	8,480.00	9,805.00	7,790.00	19,250.00	4,320.00	7,740.00	8,160.00	12,925.00	86,335.00
Advanced Registrations			5,045.00		3,780.00		3,045.00	1,350.00		3,460.00	16,680.00
Extra Meals		1,085.00		275.00	25.00	350.00		20.00	50.00	120.00	1,925.00
Extra Proceedings		60.00	70.00	790.00	40.00	230.00		20.00		20.00	1,230.00
Donations											0.00
Other		1,055.00	5,595.00	2,250.00	135.00	3,500.00	8,270.00		505.00	1,785.00	23,095.00
Other Advance Income			265.00		240.00		185.00	125.00		100.00	915.00
TOTAL INCOME	<u>\$50,353.68</u>	<u>\$10,465.00</u>	<u>\$19,755.00</u>	<u>\$13,520.00</u>	<u>\$12,310.00</u>	<u>\$23,730.00</u>	<u>\$16,120.00</u>	<u>\$9,555.00</u>	<u>\$9,115.00</u>	<u>\$18,710.00</u>	<u>\$183,633.68</u>
Reserves for Advanced Payments	\$0.00	\$0.00	\$5,310.00	\$0.00	\$4,020.00	\$0.00	\$3,230.00	\$1,475.00	\$0.00	\$3,560.00	\$17,595.00
NET INCOME	<u>\$50,353.68</u>	<u>\$10,465.00</u>	<u>\$14,445.00</u>	<u>\$13,520.00</u>	<u>\$8,290.00</u>	<u>\$23,730.00</u>	<u>\$12,890.00</u>	<u>\$8,080.00</u>	<u>\$9,115.00</u>	<u>\$15,150.00</u>	<u>\$166,038.68</u>
EXPENSES											
Conference Meals		3,153.00	9,329.75	3,218.50	2,792.27	11,386.79	5,145.90	3,201.48	2,617.00	5,080.23	45,924.92
Conference Rentals				564.00			1,375.00				1,939.00
Conference Head Tax		2,460.00	3,731.00	2,952.00	2,419.00	4,961.00	3,403.00	1,804.00	2,542.00	3,772.00	28,044.00
Journal Printing	20,630.25										20,630.25
Journal Mailing	2,634.99										2,634.99
Professional Fees	7.14										7.14
Web Expenses	99.00					80.00					179.00
Database Development	590.00										590.00
Office Supplies	89.90	103.39	84.46	537.37	67.06	317.41	265.12		1,232.91		2,697.62
Postage	28.36	104.87	3.12	419.21	269.18	5.87	328.21	0.67	2.11	5.08	1,166.68
Printing & Dup.	34.83	38.00				412.00	42.65	47.89			575.37
Publicity	20.00	434.00			1,741.92					576.73	2,772.65
Proceedings		48.00	234.00	168.00	246.00	378.00	54.00	126.00	228.00	198.00	1,680.00
Speakers Expenses		728.96			771.76	600.00	179.00	400.00			3,279.72
Student Programs			150.00	370.00						34.75	554.75
Student Awards		554.00		107.02	317.20	870.00			450.00	396.84	2,695.06
Professional Awards						300.00					300.00
Advances			5.00	356.23					107.25		468.48
Board Travel	24,701.98					2,446.54	1,162.93				28,311.45
Board Meeting Expenses	1,935.88	248.97	324.75	119.00	173.77				125.35	314.36	3,242.08
Audit Committee Expenses	561.30										561.30
Conference Development											0.00
Phone/Fax											0.00
Checks/Bank Fees	190.69										190.69
Credit Card Fees											0.00
Interest											0.00
National Vendor Reg. to Conf.	3,100.00										3,100.00
Other		244.50	572.50	216.00					5.00		1,038.00
TOTAL EXPENSES	<u>\$54,624.32</u>	<u>\$8,117.69</u>	<u>\$14,434.58</u>	<u>\$9,027.33</u>	<u>\$8,798.16</u>	<u>\$21,757.61</u>	<u>\$11,955.81</u>	<u>\$5,580.04</u>	<u>\$7,309.62</u>	<u>\$10,977.99</u>	<u>\$152,583.15</u>
RESERVES											
Head Tax for Future Memb.	\$11,500.50										11,500.50
Future Grants/Conf. Payments											0.00
TOTAL RESERVES											<u>\$11,500.50</u>
Net 2005-06											<u>\$1,955.03</u>
Year End Balance											<u>\$90,461.22</u>
Accounts											
Checking			\$5,305.87							Reserves for Advance Income	\$17,595.00
Savings			\$28,165.95								
Certificates of Deposit			\$84,363.79							Reserves for committed services	\$11,500.50
PayPal			\$84.45								
Cash			\$8,952.50								
Accounts Receivables										Total Fund Balances	\$119,556.72
Total		\$126,872.56								Accounts Payable	\$ 7,315.84

Considered at Board Meeting

Consortium for Computing Sciences in Colleges

Travel Reimbursement Form

(Instructions: Delete this and any non-applicable items including all items in parthensis.)

Name:

Home Address:

Home Phone Number:

(needed to process and electronic check)

Reason for Travel:

Dates of Meeting:

(Travel is not reimbursed for meetings held in conjunction with a conference, except for Consortium travel to a conference that is not the Consortium's home conference.)

Travel Destination:

(Include the location, city and state)

Starting Destination: (City and State)

Amount

Travel Expenses:

Travel by Car	miles @	\$0.40 /mile	0.00
Tolls	(attach receipts if \$5.00 or more)		
Parking	(attach receipts if \$5.00 or more)		

Rental Car (attach receipt)

(Must be approved in advance and only fully reimbursed if

there is no reasonable public transportation between an airport and the site of the meeting

or

it is cheaper than the total of the available public transportation for the total number of persons served

Otherwise, the reimbursement is limited to the minimum of the car rental or \$.40/mile.)

Public Transportation (attach receipts)

Lodging

Number of nights:

(Attach receipts -- limited to one night for each half day of meeting time.

Exceptions allowed when an additional nights lodging is less than the savings on transportation.)

Meals

Number of Breakfasts	\$5.00	0.00
Number of Lunches	\$10.00	0.00
Number of Dinners	\$20.00	0.00

(There is no reimbursement for any meals provided by the Consortium, by any accompanying conference or that is included in any of the above travel or lodging reimbursements.)

Incidentals

(Attach receipts -- other reimbursable non-travel expenses with an explanation of the reason for the expenditure.)

Less reimbursements by home institution or others (Do not delete this line)

Total Requested \$0.00

I hereby certify that the above amounts are correct and that I have correctly stated all reimbursements that I have or will receive for this trip.

Date:

Requested by:

Authorized by

(Signed by the chair of the group)

Approved by

(Signed by the treasurer of the group)

Submit the signed form with attached receipts to the Consortium Treasurer for reimbursement. Reimbursement is subject to the above expenses following the policies of the Consortium and the budget authorization for such expenses.

CCSC/SW 2008 Budget				
Approved by Board on May 15, 2007				
<u>Income</u>				
Registrations- Full-Early	70	\$150	\$10,500	
Registrations- Full-Late	10	\$170	\$1,700	
Registrations- Student	25	\$30	\$750	
National Partners			\$300	
Vendor's Registration	3	\$125	\$375	
TOTAL			\$13,625	
<u>Expenses</u>				
Proceedings Production (CD)	1	\$250	\$250	
Postage	1	\$500	\$500	
Office Supplies/Packets	1	\$420	\$420	
Brochure Printing	1	\$400	\$400	
Speaker Expenses	1	\$500	\$500	
Consortium Head Tax	80	\$41	\$3,280	
Consortium Membership			\$1,000	
Meals				
Breaks	110	\$4	\$440	
Banquet	110	\$25	\$2,750	
Luncheon	110	\$12	\$1,320	
Other meals (Breakfast)	95	\$7	\$665	
Social Hour	1	\$200	\$200	
Student Awards/Prizes	1	\$200	\$200	
Misc Expenses	1	\$200	\$200	
Conference Services (rooms, etc.)	1	\$1,200	\$1,200	
TOTAL			\$13,325	
Difference			\$300	

CCSC:Central Plaims 2008 Conference Budget					
Approved by the Board on June 2, 2007					
			Number	Per Item	
Income					
	Registrations-Full-Early		65	\$135	\$ 8,775
	Registrations-Full-Late		15	\$160	2,400
	Registrations-Student		10	\$45	450
	Registration Student Web		15	\$10	150
	Registration-Prog. Contest		10	\$30	300
	Nation Partners		3	\$100	300
	Extra Proceedings		0	\$10	-
	Previous Proceedings		0	\$10	-
	Extra Meals		10	\$22	220
	Other Income Items				-
	UPE Grant		1	\$135	135
	Corporate Sponsorships		1	\$250	250
		Total			\$ 12,980
Expenses					
	Extra/Previous Proceedings		15	\$6	\$ 90
	Steering Com. Ex.				300
	Phone/Fax				
	Postage (2 * 700)				450
	Office Supplies				200
	Brochure Printing		1400	\$0.20	280
	Printing 2009 flyer				100
	Duplication				50
	Speakers Expenses				750
	Music				200
	Consortium Head Tax		80	\$41	3,280
	Meals				
	Breaks		95	\$6.00	570
	Banquet		90	\$22.00	1,980
	Luncheon		90	\$17.00	1,530
	Cont. Breakfast		80	\$6.00	480
	Stu Cont. Cont Brkfst		15	\$6.00	90
	Stu Sat. Break		15	\$6.00	90
	Stu Luncheon		45	\$13.00	585
	Student Programs				
	Student Awards				475
	Consortium Membership				1,000
	Other Expenses				
		Total			\$ 12,500
		Net			\$ 480

Proposed Budget CCSC:Northeast 2008

Wagner College, Staten Island, NY

Approved by the Board July 14, 2007

Conference Budget				
		Number	Per Item	
Income				
	Registrations-Full	110	\$120	\$ 13,200
	Registration-Full,onsite	10	\$150	\$ 1,500
	Registrations-Student	125	\$45	5,625
	Registration-ProgConte	30	\$50	1,500
	Extra Meals	10	\$30	300
	Extra Proceedings	20	\$10	200
	National Vendor	3	\$100	300
	Vendor's Registration	6	\$200	1,200
	Vendor Presentations	0	\$100	-
	Vendor Contributions for breaks/social			400
	Vendor Best Paper Sponsorship			-
	Vendor Student Poster Sponsorship			-
	Programming contest sponsorship			600
	UPE/ACM Speaker sponsorship			135
	Other Income			
	Total			\$ 24,960
Expenses				
	Consortium Head Tax	120	\$41	4,920.00
	Extra Proceedings	50	\$6	300.00
	Consortium Membership			1,000.00
	Steering Com. Ex.			2,500.00
	Postage			0.00
	Office Supplies			0.00
	Duplication			0.00
	Student Poster Booklets			520.00
	Speakers Expenses	2	\$650	1,300.00
	Meals			
	Prog contest breakfas	1	\$395	395.00
	Prog contest luncheo	1	\$395	395.00
	Breaks	3	\$800	2,400.00
	Fri Social Hour	1	\$2,000	2,000.00
	Fri Banquet	210	\$24	5,040.00
	Sat breakfast	130	\$4	513.50
	Sat Luncheon	145	\$12	1,667.50
	Best Paper Awards	1	\$300	300.00
	Best Posters Awards	3	\$50	150.00
	Student Volunteer Awa	0	\$45	0.00
	Programming Contest Awards			615.00
	Conference Hosting Expenses			0.00
	Gratuities			0.00
	Web site expenses			100.00
	Other Expenses			
	Total			\$ 24,116

Consortium for Computing Sciences in Colleges				
2007-08 Budget				
Approved by Board on August 8, 2007				
Income				
	Membership Dues			\$525
	Head Tax			29,725
	Reserves from Prior Year			15,000
	National Partners			6,000
	Grants			1,200
	Interest			2,500
	Proceedings Sold			1,200
	to conferences			
	Back Issues			
	Donations			
	Other Income			
	Conference			10,000
	Surpluses			
	Total Income			\$66,150
Expenses				
	Board Travel			\$22,000
	Board Meet. Exp.			1,500
	Audit Comm. Exp.			500
	Journal Printing			25,000
	Journal Mailing			3,000
	Professional Fees			50
	Phone/Fax			50
	Office Supplies			150
	Promotion			250
	Other Printing/			150
	Duplicating			
	Postage			300
	National Partners Fees			3,000
	to Conferences			
	Web Expenses			150
	Bonding			
	Checks/Bank Fees			150
	Credit Card Expenses			1,200
	Grants to Confs.			1,200
	Conference Dev.			1,000
	Database Development			2,500
	Publication Expenses			1,000
	Miscellaneous			150
	Total Expenses			\$63,300
	Reserves for Grants			\$700
	Reserves for Memberships			
	Expiring in the Year			\$11,500
	Surplus			(\$9,350)
	Reduction of Assets			\$9,350
	Net			\$0

CCSC:North West 2008 Budget

Approved by Board on September 9, 2007

Income			SOU
Registrations- Full-Early	80	\$140	\$11,200
Registrations- Full-Late	10	\$170	\$1,700
Registrations- Student	15	\$25	\$375
Extra Meals	10	\$25	\$250
Vendor's Registration	3	\$150	\$450
National Partners	3	\$100	\$300
Extra Proceedings	6	\$10	\$60
Previous Proceedings	0	\$10	\$0
Misc.	0	\$0	\$0
TOTAL			\$14,335
Expenses			
	#	Each	Total
Extra/Previous Proceedings	15	\$6	\$90
Steering Com. Ex.	1	\$1,500	\$1,500
Phone/Fax	1	\$15	\$15
Postage	1	\$500	\$500
Office Supplies	1	\$350	\$350
Brochure Printing	3	\$100	\$300
Duplication	1	\$50	\$50
Speakers Expenses	1	\$400	\$400
Consortium Head Tax	90	\$41	\$3,690
Consortium Membership			\$1,000
Meals			
Breaks	90	\$10	\$900
Banquet	90	\$20	\$1,800
Luncheon	90	\$10	\$900
Other meals (Breakfast)	90	\$10	\$900
Social Hour	1	\$200	\$200
Student Programs	0	\$0	\$0
Student Awards	2	\$150	\$300
Shuttle van and gas	1	\$150	\$150
Conference Services (rooms, etc.)	1	\$1,200	\$1,200
Other Expenses			
TOTAL			\$14,245
Net			\$90

**Midwest Conference Budget
For Fall 2008 Conference
Approved by Board on October 2, 2007**

Income	Number	Per Item	Total
Registrations			
Full-Early	60	140	8400
Full-Late	5	160	800
Student	15	40	600
ProgContest Participants	10	15	150
K12 educators	15	25	375
Workshops	25	20	500
Local Vendor	2	150	300
Nation Partners	3	100	300
Extra/Previous Proceedings			
Extra Meals			
Banquet	5	25	125
Luncheon	4	15	60
Other Income Items			
UPE Award			150
	Total Income		\$11,760

Expenses	Number	Per Item	Total
Consortium Membership			1000
Consortium Head Tax	65	41	2665
Extra/Previous Proceedings			
Planning Meeting Meals	2	175	350
Planning Meeting Travel			
Postage	2	200	400
Office Supplies			150
Brochure Printing	2	500	1000
Duplication			200
Speakers Expenses	2	400	800
Meals			
Breaks	80	15	1200
Banquet	80	20	1600
ProgContest Break	10	5	50
Luncheon	95	12	1140
Social			
Room Rental			900
Students			
Poster Awards			150
ProgContest Awards			150
	Total Expenses		\$11,755

Balance \$5