

CONSORTIUM FOR COMPUTING SCIENCES IN COLLEGES

2016 Fall Meeting of the CCSC Board of Directors

7 p.m. – 11 p.m. – November 3, 2016

Four Points Sheraton Downtown Asheville

Asheville, NC

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Annotated Agenda

**2016 Fall Meeting of the CCSC Board of Directors
7 p.m. – 11 p.m. – November 3, 2016
Four Points Sheraton Downtown Asheville
Asheville, NC**

I. Approval of Agenda

II. Welcome to New Members

We want to issue a warm welcome to the CCSC Board of Directors to Mohamed Lotfy, Rocky Mountain Representative and Cathy Bareiss, Midwest Representative. Jeff Lehman will be returning as Vice President for two years followed by a two-year term as President, David Naugler, as Midsouth Representative and Larry D'Antonio as Northeast Representative. Susan Dean will be serving as Membership Secretary in addition to being the Treasurer. Liz Adams will serve as the National Partners chair, Brian Snider as Associate Membership Secretary and Megan Thomas as Membership System Administrator.

III. Future Board Meetings

Spring 2017 Board Meeting

We will meet for both the spring meeting of the Board of Directors and the CCSC Annual Business Meeting at the SIGCSE Conference in Seattle, Washington. The CCSC Board of Directors will meet on Wednesday, March 8, 2017 from 7:00 p.m. to 11:00 p.m. The CCSC Annual Meeting will be held on Friday, March 10, 2017 following the SIGCSE Business Meeting. Rooms for the board meeting, the meeting of the audit committee, and the CCSC Annual Meeting are being scheduled through SIGCSE.

Fall 2017 Board Meeting

The Board of Directors meets each fall in conjunction with one of the fall conferences. If we remain on the same schedule of rotation, the Fall 2017 Board of Directors meeting should be held in conjunction with the Rocky Mountain 2017 Conference.

Action Item: Approve the location of the Fall 2017 Board Meeting.

IV. Reports

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

Officers' Reports

President (Hala ElAarag)
Vice President (Jeff Lehman)
Publications Chair (John Meinke)
Membership Secretary (Susan Dean)

Regional Reports

Central Plains (Judy Mullins)	Eastern (John Wright)
Midwest (Cathy Bareiss)	Mid-South (David Naugler)
Northeastern (Larry D'Antonio)	Northwestern (Brent Wilson)
Rocky Mountain (Mohamed Lotfy)	South Central (Tina Johnson)
Southeastern (Kevin Treu)	Southwestern (Megan Thomas)

Other Reports

National Partners Chair (Liz Adams)
Conference Coordinator (Will Mitchell)
Comptroller's Report (Robert Bryant)
Service Recognition Committee (Kevin Treu)
UPE (John Meinke)

V. Elections and Appointments

Nominating Committee

Two regional representatives are needed to serve on the Nominating Committee, which will be chaired by the Vice President, Jeff Lehman.

Action Item: Appoint two regional representatives to the Nominating Committee for 2017.

Positions Elected in the Spring 2017

Central Plains Representative
Eastern Representative
Midwest Representative
Southwestern Representative

Finance Committee

The Finance Committee is a standing committee of the Consortium appointed by the Treasurer. The committee is chaired by the Treasurer and is charged with submitting a budget for the next fiscal year by or shortly after the conclusion of the spring meeting of the Board of Directors.

Action Item: Treasurer's appointment of a Finance Committee.

Audit Committee

The Audit Committee members are Comptroller Rob Bryant (chair), and two other persons who do not serve on the board. Rob Bryant will choose members for the 2017 Audit Committee. Suggestions for members should be sent to Rob. An audit of the Consortium should take place during the spring board meeting in Seattle

Service Recognition Committee

Members of the Service Recognition Committee are Kevin Treu (chair), 1 year remaining in term. Bob Neufeld, 3 years remaining. Susan Dean term expires after presentation of the Distinguished Service Award this year. Susan is a board member of the committee.

Action Item: Appoint a board member to replace Susan on the Service Recognition Committee.

UPE Liaison

Leslie Fife has resigned. John Meinke has volunteered to fill this position.

Action Item: Appoint John Meinke as the UPE Liaison.

VI. Financial Reports

Treasurers Report

Report on the Consortium's financial standing at the midpoint of the year and other items as the Treasurer sees fit.

Approval of Regional Budgets

MidSouth 2017

Northeast 2017

South Central 2018

VII. Old Business

Future Directions Task Forces

Based on the report of Jeff Lehman, the chair of the Future Directions Commission, at the March 2nd 2016 meeting of the CCSC Board of Directors, three topic specific task forces have been appointed to continue the work of the future directions commission.

- **Membership** - The task force consists of Kevin Treu (chair), Scott Sigman and Brent Wilson.
- **Organization** - task force includes the regional representatives of the regions affected by the creation of the MidSouth region: Southeastern, South Central and Central Plains. Thus the task force consists of Tina Johnson (chair), David Naugler, Kevin Treu and Judy Mullins.
- **Publications** - task force consists of Jeff Lehman, John Meinke (chair) and Larry D'Antonio.

Question: What are the recommendations of the task forces?

SIGCSE Exhibit Booth

The Consortium operated an Exhibit booth during SIGCSE 2014-16 and the consensus of the Board was to again operate the booth during SIGCSE 2017. An exhibit booth has been requested from SIGCSE. The booth is free but we need to rent the tables and chairs. Costs are not known at the time of the writing of this agenda. When they are known they will be submitted for approval via an email vote if the cost would exceed the budgeted \$500.

Questions: Are there changes we want to make for this year? Who is going to coordinate this activity? Who will solicit regional conferences for flyers to distribute?

Permanent Address for the Consortium

Currently the mailing address for the Consortium is the Treasurer's address. This approach works well in periods of a long-serving treasurer. However, in periods where the Treasurer changes every few years, the current approach is problematic. The Treasurer, Susan Dean has been exploring options for establishing a permanent address.

Question: What is the status of this investigation?

Document Archive Policy

A committee of Will Mitchell and Scott Sigman were charged with exploring the need for a document archival policy.

Question: What is the status of this investigation?

Email Spam

Webmaster Deborah Hwang reports that she has finished removing the rest of the regional email forwarders. She implemented an anti-spam plugin on the site that causes attempts to copy and paste email addresses on the website to come out backwards. E.g., "hwang@evansville.edu" will paste as "ude.ellivsnave@gnawh". It's enough to thwart bots, but generally recognizable by humans. Board members should find an immediate reduction of spam. o those of you who have been getting spammed should see an immediate reduction. Board members still experiencing trouble with email spam will need to notify the Webmaster.

VII. New Business

Update of the Standing Rules of Article VI

We have added a new appointed position- the associate membership secretary. Also the Standing Rules does not include UPE liaison position. We need to update the Standing Rules of Article VI to reflect those two appointed offices and be more specific for the Associate Treasurer.

Support Code.org

Pat Youngpradit, Chief Academic Officer of Code.org, is a confirmed keynote speaker at CCSCNE 2017. He is asking the CCSC board and the NE board if they would be approve to be listed as supporters of their K-12 framework. NE board has approved.

Question: Would the board approve Code.org to list CCSC as a supporter of their K-12 framework?

Minutes of the Board Meeting

2016 Fall Meeting of the CCSC Board of Directors

7 p.m. – 11 p.m. – November 3, 2016

Private Dining Room

Four Points Sheraton Downtown Asheville

Asheville, NC

Voting Members Present: Hala, President; Jeff Lehman, Vice-President; John Meinke, Publications Chair; Susan Dean, Treasurer and Membership Secretary; John Wright, Eastern Representative; Larry D'Antonio, Northeastern Representative; Judy Mullins, Central Plains Representative; Cathy Bareiss, Midwest Representative; David Naugler, Midsouth Representative; Mohamed Lotfy, Rocky Mountain Representative; Tina Johnson, South Central Representative.

Voting Members Present attending by Skype: Megan Thomas, Southwestern Representative; Brent Wilson, Northwest Representative;

Voting Members Absent: Kevin Treu, Southeastern Representative

President Hala ElAarag called the meeting to order at 7:00 p.m.

New board members Cathy Bareiss and Mohamed Lotfy were introduced. Past President Scott Sigman was thanked for his work. Cathy Bareiss moved and Larry D'Antonio seconded a motion to approve the agenda. Agenda was approved.

Cathy Bareiss moved and Larry D'Antonio seconded a motion to approve the location for both the spring 2017 meeting of the Board of Directors and the CCSC Annual Business Meeting to be at the SIGCSE Conference in Seattle, Washington. The CCSC Board of Directors will meet on Wednesday, March 8, 2017 from 7:00 p.m. to 11:00 p.m. The CCSC Annual Meeting will be held on Friday, March 10, 2017 following the SIGCSE Business Meeting. Location was approved.

Cathy Bareiss moved and Larry D'Antonio seconded a motion to approve the location for the fall 2017 Board meeting to be held in conjunction with the fall Rocky Mountain 2017 Conference at Utah Valley University, Orem, Utah. The tentative conference dates are October 13-14, 2017. Location was approved.

Reviewed Reports as submitted.

President (Hala ElAarag) – no additions.

Vice President (Jeff Lehman) – no additions.

Publications Chair (John Meinke) – no additions

Membership Secretary (Susan Dean). Susan Dean reported she is still working on automatic renewal notices as well as the exact duties of the new Associate Membership Secretary (Brian Snider). Regional Representatives are reminded to get spring conference information to Susan so that ConfTool can be configured for the conference. ConfTool has been helpful with getting a better handle on membership numbers. More detailed membership numbers will be presented at the spring meeting. It is still difficult to predict the numbers needed for conference proceedings.

Reviewed Regional Reports as submitted.

Central Plains (Judy Mullins) – no additions.

Eastern (John Wright). John Wright reported that they had a good conference last week.

Midwest (Cathy Bareiss). Cathy Bareiss reported that their conference panels sessions on “what industry would like students to know” have gone well and would encourage regions to consider this as an option.

Mid-South (David Naugler) – no additions.

Northeastern (Larry D’Antonio). Larry D’Antonio reported that the loss from the last conference was due to lower faculty and a higher student numbers. Student fees will be adjusted for the next conference. Some have expressed concern that the conference has become more student focused.

Northwestern (Brent Wilson). Brent Wilson reported that Northwestern Region continues to be concerned with lower attendance at conferences.

We discussed ways to promote attendance. Many ideas were discussed including focusing more on students, at least six of our regions have student programming contests, adding information assurance contests, recruiting sponsors, more collaboration with CSTA, getting local corporate sponsors to cover CSTA registrations, holding CSTA meeting after CCSC conference, and adding a two-year institution track.

We briefly discussed how it would be helpful to add these ideas to Regional Representative Reports and for Regional Representatives to know what should be included in reports. Jeff Lehman will compile a list and send a suggested list of content as part of the call for spring reports.

Rocky Mountain (Mohamed Lotfy). Mohamed Lotfy reported that they are working to make the region more vibrant. They have added a “no meals” option to the conference that has been received well. ConfTool was able to handle this as part of registration.

South Central (Tina Johnson). Tina Johnson reported that they are continuing their one-day conference for 2017. They have tried adding poster sessions, but have had limited response.

Southeastern (Kevin Treu) – no additions.

Southwestern (Megan Thomas) – no additions.

National Partners Chair (Liz Adams). Regional Representatives are reminded to send Liz Adams the names and contact information of their regional vendor chair. We discussed a request to send the National Partners Chair to regional conferences. Board felt this would be of minimal value. We discussed trying to get a national vendor that would send books to conferences.

Conference Coordinator (Will Mitchell). We discussed the suggestion to have the outgoing CCSC president complete the required forms for SIGCSE. The board felt someone on the current board should do this. Cathy Bareiss moved and Larry D'Antonio seconded a motion to have the CCSC board Vice President fulfill this duty. Motion Passed. John Meinke moved and Hala ElAarag seconded a motion to add this change to the standing rules. Motion Passed. Jeff Lehman will work with Scott Sigman, past president, to make this transition.

Comptroller's Report (Robert Bryant). We discussed ways to ensure regions submit budgets in a timely manner. Susan Dean will look at this issue for the spring board meeting.

Service Recognition Committee (Kevin Treu). Board discussed merits of awarding the Distinguished Service Award to deceased members. Hala ElAarag moved and Tina Johnson seconded a motion to not allow Distinguished Service Awards for deceased members. Motion Passed. The Service Recommendation Committee could consider proposing a different award to honor deceased members.

The board approved a motion to award the 2017 Distinguished Service Award to Dick Hull and Gail Miles of Lenoir-Rhyne University (retired).

The board approved a motion to award lifetime CCSC membership to all CCSC Distinguished Service Award winners (including prior awardees from this point forward).

UPE (John Meinke) – no additions.

Cathy Bareiss moved and Larry D'Antonio seconded a motion to appoint Larry D'Antonio and Tina Johnson to the Nominating Committee. Motion approved.

Jeff Lehman moved and Susan Dean seconded a motion to appoint Rob Bryant, Judy Mullins, and John Meinke to the Finance Committee. Motion approved.

Suggestions for members of the audit committee that will meet at the spring Seattle should be sent to Rob Bryant.

Larry D'Antonio moved and Susan Dean seconded a motion to appoint Cathy Bareiss to replace Susan Dean on the Service Recognition Committee. Motion approved.

Treasurers Report (Susan Dean). We spent approximately \$14,000 more than we took in last year. We are not in crises mode, but need to be attentive to the situation. Significant costs are board travel and publishing. Cathy Bareiss moved and Larry D'Antonio seconded a motion to approve the MidSouth 2017, Northeast 2017, and South Central 2018 budgets. Budgets were approved.

Membership task force (Kevin Treu (chair), Scott Sigman and Brent Wilson). No progress to report. Will report at spring 2017 meeting.

Organization task force (Tina Johnson (chair), David Naugler, Kevin Treu, and Judy Mullins). Preliminary work has been done with membership overlap between regions. Will report at spring 2017 meeting.

Publications task force (John Meinke (chair), Jeff Lehman, and Larry D'Antonio). No progress to report. Will report at spring 2017 meeting.

SIGCSE Exhibit Booth has been confirmed. Cathy Bareiss will take booth table cloth to SIGCSE and will organize booth and workers.

Susan Dean is still working on finding a permanent mailing address for the CCSC.

We discussed the location for a document archive. Jeff Lehman will bring a proposal to the spring meeting for a location to store documents.

We deferred updating the standing rules of Article VI.

Larry D'Antonio will send an e-mail to the board related to possible cooperation with Code.org.

New Business

Board recommended that regions consider offering a reduced registration rate for retired members.

Cathy Bareiss moved and Larry D'Antonio seconded motion to adjourn. Meeting adjourned at 10 pm.

Respectively Submitted,
Jeff Lehman, Vice President

Report of the President

Hala ElAarag

I would like to extend the sincerest gratitude to Scott Sigman for his service to CCSC. Scott has been active in the Central Plains Region for over 20 years. He was the chair of the first annual Central Plains conference in 1995. He served on the Board of Directors as Central Plains representative 1995-1997 and 2008-2012. From 2012 to 2016 he served two years as Vice President followed by a two-year term as President. During his presidency, Scott formed a Future Directions Commission to take a hard look at what CCSC would look like in 5 years. On behalf of the Board of Directors, I would like to express the appreciation to Scott for a job well done.

I would like to extend a warm welcome to the Board of Directors for our new and returning members. Jeff Lehman will be serving as Vice President for two years followed by a two-year term as President. Mohamed Lotfy will be serving as Rocky Mountain Representative and Cathy Bareiss as Midwest Representative. Re-elected members are David Naugler, serving as Midsouth Representative, and Larry D'Antonio, serving as Northeast Representative. Susan Dean will be serving as Membership secretary in addition to being the Treasurer. Liz Adams will serve as the National Partners chair, Baochuan Lu as an associate editor, Brian Snider as associate membership chair and Megan Thomas as Membership System Administrator.

There are several issues that we need to consider over the 2016-2017 year. Foremost on the list is continuing the Future Directions commission work in the areas of membership, organization and publication. 1) To investigate and analyze the drop in submissions to conferences, drop in conference attendance and the corresponding drop in CCSC membership. 2) To analyze the current organization and potential modifications to our geographic regional structure with a view toward maximizing both conference attendance and conference submission rates. 3) To provide appropriate definition of our publication functions to enable an eventual transition to different leadership. We also need to update the Standing Rules to reflect the addition of the associate membership secretary and associate treasurer positions. Our capable treasurer and membership secretary is developing documentation for the financial, accounting and membership procedures to ensure a smooth transition to the Treasurer and Membership secretary positions. The Board's task will be to oversee the process and provide the needed assistance. Finally, we need to consider carefully the document archival policy and the permanent address for the Consortium.

I am looking forward to working with each of you over the next two years. I am honored to be able to serve as CCSC President and I am excited about the possibilities we have to serve our members together.

Hala ElAarag, CCSC President

Report of the Vice President

Jeff Lehman

The Vice President has tallied and recorded six email votes of the Board since the Spring Board Meeting. The results are listed below.

Approval of Spring Board Meeting Minutes

On Mar 23, 2016 Hala moved and Susan seconded a motion to approve the minutes of the 2016 Spring Board meeting.

Voted yes: 11

Voted No: 0

Did not vote : 4

The minutes were approved.

Rescind Appointment of Tim McGuire as Membership Secretary

On June 9, 2016 John Meinke has moved and Judy Mullins has seconded the following motion: I move that the CCSC Board of Directors rescind the appointment of Tim McGuire as membership secretary for the term 2016-2019. Since his appointment to the position in 2014 he has consistently failed to perform in a timely manner the duties assigned in the CCSC Bylaws – “maintain the membership roster of the Consortium; be responsible for the delivery of dues notices and ballots; keep such records and prepare such reports as may be requested by the Board of Directors, the Finance Committee, or individual regions; and certify voter eligibility” – and has not responded to repeated inquiries from the President, Vice-President, Treasurer, and Publications Chair regarding these needs.

Voted yes: 10

Voted no: 0

Did not vote: 5

The motion was approved.

Appointment of Susan Dean as Membership Secretary

On June 21, 2016 John Meinke has moved and Hala ElAarag has seconded a motion to appoint Susan Dean as Membership Secretary for the term 2016-2019.

Voted yes: 11

Voted No: 0

Did not vote: 3

The motion was approved.

Midwest 2016 Budget

On July 7 2016 Susan Dean has moved and John Meinke has seconded the approval of the Midwest 2016 Budget and the Central Plains 2017 Budget as attached to her original email.

Voted yes: 11
Voted no: 0
Did not vote: 3

The budget was approved

Appointment of Liz Adams as National Partners Chair

On July 19, 2016 John Meinke has moved and Susan Dean seconded a motion to appoint Liz Adams as National Partners Chair.

Voted yes: 10
Voted No: 0
Did not vote: 4

The motion was approved.

Appointment of Brian Snider as Associate Membership Secretary

On Tuesday, July 26, 2016 Susan Dean moved and John Meinke seconded a motion to appoint Brian Snider as Associate Membership Secretary, with duties initially defined as follows: The Associate Membership Secretary shall assist the Membership Secretary with duties as assigned.

Voted yes: 9
Voted No: 0
Did not vote: 4

The motion was approved.

Respectfully submitted,
Jeff Lehman
Vice President

Publication Chair Report

John Meinke

Fall 2016 Conferences

A summary of the statistics for the fall conferences follows:

Conference	Number Papers	Average Size	Panels/tutorials/...	Average Size	Page Count	Acceptance rate
Northwest	6	8 $\frac{2}{3}$	9	2 $\frac{1}{2}$	78	55% (6/11)
Midwest	10	8	13	1 $\frac{1}{2}$	102	62 $\frac{1}{2}$ % (10/16)
Rocky Mountain	11	7 $\frac{1}{2}$	3	2	92	69% (11/16)
Southeastern	14	7 $\frac{1}{2}$	8	2 $\frac{1}{4}$	122	52% (13/25)
Eastern	15	8	25	1 $\frac{1}{3}$	157	54% (15/28)

Please note that the figures above reflect what appears in the *Journal*. They do not reflect the final program for each conference in which there might have been additional workshops and such.

Once again, my thanks to the editorial team, Susan Dean and Baochuan Lu, as well as the folks I worked with from the individual conferences: Jeff Lehman, Pamela Smallwood, Sharon Tuttle, Stephen Carl, Hala ElAarag, and Steve Kreutzer. My thanks also to our printer, Courier Printing, as well as to the volunteers that helped in proof-reading. What fantastic jobs those proofreaders do in very short order as we complete the final manuscript and then try to get it as quickly as possible to Courier Printing!

I would note that this Fall's issues were all a bit delayed due to the lack of National Partners. I don't know that anyone really realized that Tim DeClue's departure as National Partners Chair was upon us as fast as it was, so the appointment of Liz Adams was delayed – once that happened Liz and Susan Dean (in her capacity as Treasurer) put their heads together and within a week came up with \$7000 in National Partners monies! We then moved forward with printing the Fall issues of the *Journal*/conference proceedings.

Membership Roster

The membership roster is an item that has repeatedly come up in my report. The membership secretary must come up with an estimate of how many copies we will need to print for the membership when the particular issue is sent out and that involves seeing into a crystal ball. With the membership function moving to Quickbooks for the October issue I asked Susan Dean for a number a month ahead of time. She gave me a number within an hour, the fastest I have ever received such an estimate. The scary part is that when we ran the mailing list somehow the number was dead on – 510 mailing labels for 510 copies printed! We will be monitoring this quite carefully this Fall.

Respectfully submitted,
John Meinke, Publications Chair

Membership Secretary Report

Susan Dean

October 14, 2016

1. Membership team changes

- a. Much appreciation to Stoney Jackson for years of service as Membership System Administrator
- b. Welcome to Megan Thomas, new Membership System Administrator
- c. Welcome to Brian Snider, new Associate Membership Secretary

2. Conference Registration - Previous Two Years

Registrations in ConfTool							
	FY2014-15			FY2015-16			Change in Members
	Members	Students*	Other**	Members	Students*	Other**	
EA	63	29	12	62	16	2	-1
MW	63	88	7	50	71	6	-13
NW	41	15	1	36	14	14	-5
RM	23	3	0	25	4	0	+2
SE	75	23	2	54	23	4	-21
CP	46	98	13	51	93	5	+5
MS	25	6	0	34	14	1	+9
NE	124	71	7	97	78	2	-27
SC	41	20	1	31	25	2	-10
SW	19	11	4	21	2	2	+2
MEM	14? 32?			15			?

* includes individual students and teams, so does not consistently reflect actual student count

** K-12, vendors, National Partners, free (board, speakers), 1-day, other non-subscription categories

3. Membership Lists for Mailing and Voting

- a. Historical – manually constructed spreadsheets and visual culling for duplicates
 - unrelated to payment data
 - big load for Membership Secretary
- b. New – maintain membership information in QBO
 - relate registrations and income received
 - still much manual, but can be well-defined into smaller “chunks” of duties
 - seems to be working – much thanks to Will Mitchell setting up in QBO!

4. Verbal report on Fall 2016 conference registration data, plans for renewal notices

Respectively submitted,
Susan Dean, Membership Secretary

Central Plains Regional Report

Judy Mullins

CCSC: Central Plains Report
November 3, 2016

Regional Elections

Michael Rogers, Northwest Missouri State University, was re-elected as the Central Plains Webmaster for a 3-year term. Diana Linville, Northwest Missouri State University, was elected Secretary for a 3-year term.

Central Plains Conference 2016

Our conference was hosted by Missouri Western State University in St. Joseph, MO. Baoqiang Yan served as conference chair. The keynote speaker was Darrin Clawson, founder and CEO of Engage Mobile Solutions, Kansas City, MO, whose talk was entitled “How Mobile, Wearables, IOT and Cloud Technologies are Impacting Business Every Day.” The banquet address was given by Brian Faros, CIO of the Federal Reserve Bank of Kansas City. Foss’s talk was entitled “The Paradox of Automation.” A K-12 Keynote was delivered by Bennett Brown, Director of Instruction for Computer Science, Project Lead the Way. Mr. Brown’s talk was titled “Who Will Teach What, Now, to the Class of 2019?” The conference sponsored a poster contest and a programming contest for students, and featured a student papers session as well as a special track for K12 Lightning Talks and Panels. A pre-conference workshop, “CS in Parallel” was presented by Libby Shoop, Macalester College and Joel Adams, Calvin College. This workshop was sponsored by SIGCSE Speaker’s Fund.

Student Programming Contest Winners

28 Teams from 14 colleges and universities competed in the programming contest. The programming contest followed the ACM International Collegiate Programming Contest format. The top five teams were awarded cash prizes as follows:

Rank	Team	Problems Solved	Total Minutes	Prize (shared among team)
1	Southwest Baptist University – “White”	5	513	\$180
2	Georgia Gwinnett College – “Grizzlies”	4	442	\$80
3	Southwest Baptist University – “Purple”	4	592	\$90
4	University of Central Missouri – “Josh Gast”	4	764	\$75
5	University of Nebraska – Lincoln – “Netflix and Code”	3	234	\$12

A detailed summary of the contest may be found at <http://www.ccsc.org/centralplains/2015ProgrammingContestResults.html>. Support for the programming contest was provided by the Cerner Corporation and UPE.

Student Poster Contest Winners

33 students from 6 universities presented 12 posters in the contest. The winners are shown below:

Rank	Student	University	Award
1	Aaron Knobloch, Stephanie Gonzalez, Joshua Broughton and Timothy Brooks	Georgia Gwinnett College	\$150
2	Anjan Shrestha, Cameron Falk and Zachary Crownover	Graceland University	\$99.99
3	Barrett Cummins, Kurt Smith and Yingzheng Ma	Drury University	\$75

Central Plains Conference 2017

The 2017 conference will be hosted by the University of Nebraska Lincoln in Lincoln, Nebraska, March 31-April 1, with Charles Riedesel acting as conference chair. Conference highlights will include papers, panels, and tutorials, a K-12 track, a Nifty Assignments track, a SIGCSE sponsored workshop, a student poster contest, a student programming contest and a student papers track. A career fair is also planned. Conference details may be found at <http://www.ccsc.org/centralplains>.

Future Conferences

The 2018 conference will be hosted by Northwest Missouri State University, Maryville, Mo. April 6-7, 2018. Scott Bell from NWMSU has been elected conference chair by the Regional Conference Committee. The 2019 conference will be hosted by St. Charles Community College, Cottleville, MO.

Respectively submitted by:

Judy Mullins
Central Plains Representative

Eastern Regional Report

John Wright

This report is being written and submitted before our 32nd Annual Regional Conference which will be held on October 28-29, 2016 at Frostburg State University, Frostburg, MD. It is being co-chaired by Michael Flinn and David Zheng, both with Frostburg State University. The website for the conference can be found at <http://www.ccsc-eastern.org>. Current information about this year's conference can be found on this site. Conference and regional updates as well as pictures from past conferences can be found on our Facebook page at <http://www.facebook.com/ccsceastern>.

The CCSCE2016 Collegiate Programming Contest will be held on Saturday, October 29 from 8:00am-12:50pm. Prizes will be awarded courtesy of Upsilon Pi Epsilon.

The 33rd Annual Conference will be held next fall at Muhlenberg College in Allentown, PA, chaired by George Benjamin. The Call for Participation has been prepared and will be distributed at this year's conference and at SIGCSE. It will be posted on the web site soon after this year's conference has completed. As a special note, it will be 25 years since Muhlenberg first hosted the conference in 1992. The dates for the conference will be October 20-21, 2017.

We are currently looking for a site for the 2018 conference.

The Eastern Steering Committee will be working on ways to improve our marketing/advertising of the conference. Mike Flinn and Frostburg did a nice job getting the word out this year and we have a number of schools participating that have not done so in a while and possibly some that have never attended.

Respectfully submitted by John Wright, Eastern Regional Representative.

Mid-South Regional Report

David Naugler

2016 Conference

The Fourteenth Annual Mid-South Conference was held at Rhodes College in Memphis, Tennessee on April 1-2, 2016. Gabriel Ferrer was the Conference Chair and Betsy Sanders was the Site Chair. Twelve professional papers were presented. There were five tutorials, one panel discussion, a Nifty Assignments session, two student papers sessions with a total of seven papers and a student programming contest with fourteen teams. Bobby Bodenheimer, professor of Computer Science at Vanderbilt University gave the keynote address “Computer Science for the Non-major: The Iceberg Metaphor”.

2017 Conference

The Fifteenth Annual Mid-South Conference will be held at Lyon College in Batesville, Arkansas on March 31- April 1, 2017. David Middleton of Arkansas Tech University will be the conference chair and David Sonnier of Lyon College will be the site chair.

Respectfully Submitted
David Naugler

Midwest Regional Report

Cathy Bareiss

Midwest Conference 2016

The twenty-third annual Midwest Conference was held September 30 and October 1, 2016 at Taylor University in Upland, IN. David Largent, Ball State University, served as the Conference Chair. Stefan Brandle and Jonathan Geisler both of Taylor University served as the site chairs. The 2016 Midwest Conference Committee met May 1, 2016 at Taylor University to select papers and finalize the conference schedule.

There were a total of 132 attendees: 48 faculty attendees and presenters, 2 invited speakers, 62 full student conference attendees, 19 programming contest only student attendees, and 1 National Partner.

The student showcase contest had 4 submissions.

Grand prize winner

- Allison Bunsey, University of Findlay, *The effect of tangible user-interface on performance and strategy in a virtual mental rotation task.*

Runners-up

- Sara Marku and Ruth Wu, Grinnell College, *A team approach for software development and testing*
- Kaley Rittichier, Jack McGinnes, and Josh Schoen, Ball State University, *Traveler's Notebook: Monster Tales*
- Myra Doubet, Knox College, *Dragonfly Nautilus*

A student programming contest was held Saturday morning with 22 teams representing sixteen institutions. Seven teams solved at least one of the 8 problems. Four problems were solved by at least one team. Thanks to Taylor University for providing the programming contest submission system.

First place – Taylor II (three solutions)

Second place – Knox (two solutions)

Third place – Calvin I (two solutions)

The annual Midwest Region General Business Meeting was held at the fall conference after the banquet address. Rick Miller, University of Saint Francis, was elected to a 3-year term as an At-Large member. Mary Jo Geise, University of Findlay, was elected to a second 3-year term as Registrar.

Midwest Conference 2017

The 2017 Midwest conference will be held September 22 and 23, 2017 at Calvin College in Grand Rapids, Michigan. Vic Norman, Calvin College, will serve as the site chair. David Largent, Ball State University, will serve as the Conference Chair. An initial fall planning meeting was held at the close of the 2016 conference with additional planning handled by e-mail. The Conference Committee will meet in late April at Calvin College to set the program.

Respectfully submitted,
Cathy Bareiss
Midwest Regional Representative

Northeast Regional Report

Lawrence D'Antonio

2016 Conference

The Twenty-First Annual CCSCNE conference was held April 29-30, 2015 at Hamilton College in Clinton, NY. Overall attendance was quite good. There were a total of 293 registrants in total. There were 97 regular attendees (down 26 from last year), 2 vendors and 194 student attendees (up 37 from last year), this included 31 programming contest teams (up 2 from last year) and 64 student posters (up 12 from last year). We also had 12 faculty posters (up 6 posters from last year).

There were 19 papers submitted of which 10 were accepted (this reflected 10 fewer paper submissions than last year). This was an acceptance rate of 52%. In addition the conference featured three tutorials, two panels, and three pre-conference workshops.

We also had, for the first time, two of what we are calling “encore talks”. These are talks that reprise presentations at SIGCSE, ITiCSE, or similar conferences. Since these talks have been previously published they are not submitted for the CCSC Journal. But it does give the presenter the opportunity to share their research on a local level and to perhaps add additional results. We are planning on offering the encore talks for 2017.

There were two excellent invited speakers: Fred Schneider of Cornell University, who gave a talk on “Doctrines and Laws for Cybersecurity” and Shriram Krishnamurthi from Brown University who gave a talk on “PS-PD-PR: Problem Solving, Program Design, and Peer Review.”

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

There were two vendors who exhibited at the conference: Dexter Industries and ICCP.

2017 Conference

The conference committee was introduced for the 2017 conference, our Twenty-Second Annual Meeting, which is to be held at The College of Saint Rose on April 7-8, 2017. The conference chairs are James Teresco from Siena College and John Avitabile from The College of Saint Rose.

The deadline for papers, panels, tutorials, and workshop submissions for the 2017 conference will close on November 15, 2016. Faculty posters are due January 10, 2017. Student poster abstracts are due February 19, 2017.

Other Items

- The University of New Hampshire will host the 2018 meeting.

Respectfully submitted, October 26, 2016
Lawrence D'Antonio
Chair of CCSCNE Board
Ramapo College of NJ
Mahwah, NJ 07430

Phone: 201-684-7714
Email: ldant@ramapo.edu

Northwestern Regional Report

Brent Wilson

Report of the Northwestern Regional Representative
Fall 2017
Brent Wilson

Future Northwestern Conference Sites

<i>Year</i>	<i>Dates</i>	<i>School</i>	<i>Location</i>
2017	October 6-7, 2017	Washington State Univ. Tri-Cities	Richland, WA
2018	1st/2nd Weekend of October, 2018	University of Washington Bothell	Bothell, WA
2019	1st/2nd Weekend of October, 2019	George Fox University	Newberg, OR

Regional Notes

We just finished our conference a month ago at Lewis & Clark College in Portland, Oregon. We had a total of 10 paper submissions and 7 panel/tutorial submissions.

This coming year we will be in Eastern Washington at Washington State University, Tri-Cities in Richland, WA.

This year we noticed an increased participation by graduate students and a few newer faculty. We are hopeful that many of these new participants will continue their attendance in addition to considering future paper submissions.

Respectfully submitted,
Brent Wilson
Northwestern Representative

Rocky Mountain Regional Report

Mohamed Lotfy

25th Rocky Mountain Region Conference 2016

The Twenty Fifth Annual Rocky Mountain Conference was held October 14-15 at Regis University in Denver, Colorado. Cecily Heiner–Southern Utah University–was the Conference Chair and Mohamed Lotfy and Pamela Smallwood–Regis University–were the Site Chairs. There were 11 papers accepted for presentation (out of 16 submitted), two tutorials, and one panel discussion session. One undergraduate student paper was presented.

The website for the conference is at <http://www.ccsc.org/rockymt/> and the program can be found at <http://www.ccsc.org/rockymt/2016RockyMountainCCSCProgram.pdf> . Members of the conference committee can be found at <http://www.ccsc.org/rockymt/RMCCSCConferenceCommitteeV2.pdf>

The keynote speaker was Mr. Jamie Yancy, Vice President, and Chief Technical Officer of the Native American Bank. The Keynote address focused on how we can entice and increase diverse students to the different computing fields to earn their degrees.

26th Rocky Mountain Region Conference 2017

Utah Valley University will be the site for the RM Region 2017 conference. The tentative conference dates are October 13-14, 2017.

The Regional board for 2016-2017 include:
CCSC Rep (Regional chair): Mohamed Lotfy
Treasurer: Ed Lindoo
Editor(s): Pam Smallwood
Submission chair(s): Karina Assiter & Mohamed Lotfy
Webmaster: Kim Bartholomew
Publicity: Reva Freedman
Registrar: Durga Suresh
Conference chair(s): Mohamed Lotfy & Pam Smallwood
Site Chair(s): Kim Bartholomew
Program Chair: Kim Bartholomew & Mohamed Lotfy

Region Notes

Mohamed Lotfy was elected to be the CCSC Representative for the Rocky Mountain Region for a three-year term ending July 2019. Many thanks to Karina Assiter, outgoing CCSC Representative, for many years of leadership to the RM region.

The Rocky Mountain region board discussed how to increase the number of reviewers for the region conference and how to make it a more valuable and rewarding experience by providing a thank you letter to the reviewers documenting their service to CCSC.

The Rocky Mountain region board discussed how to increase student research and involvement through the addition of a chair of student presentations to the Rocky Mountain region board.

The Rocky Mountain region board discussed how to make the region's website more informative, and provide value-added services to the members.

The Rocky Mountain region board discussed how to increase the annual conference attendance and devise ways to inform faculty and students that are not currently CCSC Rocky Mountain members about the annual conference.

Respectfully submitted,
Mohamed Lotfy
Rocky Mountain Region Representative.

South Central Regional Report

Tina Johnson

2016 Conference

The 27th Annual CCSC South Central Conference was hosted by St. Edward's University on April 8 in Austin, Texas. The conference chair was Michael Scherger, Texas Christian University; the conference site chair was Michael Kart, St. Edward's University; and the program chair was Laura Baker, St. Edward's University.

There were 11 submitted papers and 9 were selected for inclusion – an acceptance rate of 81%. There were 4 student papers submitted, 3 accepted. The committee also selected 2 tutorials and 1 pre-conference workshop.

2017 Conference

The 28th Annual CCSC South Central Conference will be hosted by Texas Christian University on April 8, 2017, in Fort Worth, Texas. The conference chair/conference site chair is Michael Scherger, Texas Christian University and the program chair is Laura Baker, St. Edward's University. More information regarding the conference can be found at <http://www.ccsc.org/southcentral/conference2017.html>

Respectfully submitted,

Tina Johnson
South Central Regional Representative

Southeast Regional Report

Kevin Treu

Fall 2016 CCSC:Southeastern Conference

The 30th CCSC Southeastern Conference is scheduled for Nov 4-5 in Asheville, NC at the University of North Carolina-Asheville. It will be our first visit to UNC-A. Dean Brock and Marietta Cameron are the site chairs. Kevin Treu is chairing the regional board (and also is site chair for the 2017 conference); Stephen Carl (Covenant) is program chair, with assistance from John Hunt (Covenant). Other regional board members are Susan Dean (publicity, UMUC – Maryland in Europe), Jeannie French (local registrar, Coastal Carolina), John Hunt (treasurer, Covenant), John Meinke (Proceedings Editor, UMUC – Maryland in Europe), and Robert Lover (at-large, Belmont Abbey). The position of secretary is currently open.

The members of the local conference committee are:

- Local Arrangements Chair, Publicity Chair, Speakers Chair: Dean Brock
- Vendors Chair, Corporate Sponsors Chair: Marietta Cameron
- Programming Contest Directors: Andy Digh, Chris Healy
- Student Research Contest Director: Chris Healy

The scheduled program includes 13 papers, 1 panel, 1 tutorial, 1 workshop, a “nifty assignments” session, a faculty poster session, and a session of student presentations from our student research competition. A total of 25 regular papers were submitted (4 more than last year) of which 13 were accepted, for an acceptance rate of 52%, compared to 57.1% in 2015, 54.5% in 2014, 46.8% in 2013 and 2012 and 60% in 2011. (The acceptance rate for panels/tutorials/workshops was 100% -- 4 of 4 submissions, although one panel was withdrawn at the last minute.)

Due to the central location of this year’s conference within our region, and the small number of workshop proposals received, no pre-conference workshop was scheduled this year. The regional board will discuss and determine whether or not to revive this tradition in 2017.

The keynote address will be given by Mr. Stephen Del Greco of Black Swan Innovations, entitled “*Weather Radar Data Services at NOAA's National Centers for Environmental Information*”. The banquet address will be given by Dr. Owen Mundy of Davidson College, entitled “*View Source*”. Student activities consist of a programming contest and a student research contest. We expect a full slate of participants in our 23rd annual programming contest – 26 teams comprising of 97 students from 15 different colleges. We have 10 projects included in our annual student research competition, with 17 student authors representing 6 different institutions.

Winners in each of the competitions will be announced at the conclusion of the conference on Saturday, Nov 5.

2017 CCSC:Southeastern Conference

At present we are scheduled for the next two conferences, with Furman University hosting again in 2017, and Roanoke College hosting in 2018. Lenoir-Rhyne University was schedule to host in 2017, but a change the status of the faculty member who was to serve as site chair required a change. Some interest has been expressed in hosting beyond 2018 but nothing is finalized.

Other Regional Issues/Activities

Overall Health of the Region – There are some concerns here. Membership seems to be stagnant. We experienced a significant dropoff in submissions three years ago, and have not yet rebounded.

Consequently, I 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're doing to keep them vital.

Respectfully submitted,

Respectfully submitted,

Kevin Treu

Southeastern Regional Representative

Southwest Regional Report

Megan Thomas

Regional Officers:

- Regional Chair: Colleen Lewis, Harvey Mudd College
- Treasurer and Registrar: Michael Doherty, University of the Pacific
- Secretary: open position
- Regional Representative: Megan Thomas, CSU Stanislaus
- Webmaster: Mai Ho, Harvey Mudd College

2015 Conference

Four papers accepted, 1 tutorial, 1 workshop. (Nine papers submitted.)

2016 Conference

Five papers accepted, 1 grant-writing workshop, lightning talks. (Eleven papers submitted.)

Southwestern Conference 2016

- **Location:** University of California, San Diego
- **Date:** March 24-25, 2017
- **Conference Organizers:**
 - **Conference Chair:** Leo Porter, University of California, San Diego
 - **Papers Chair:** Megan Thomas, CSU Stanislaus
 - **Authors Chair:** Wen Chin Hsu, CSU Northridge
 - **Posters Chair:** Youwen Ouyang, CSU San Marcos
 - **Speakers Co-Chair:** Stephanie August, Loyola Marymount University)
 - **Panels/Tutorials Chair:** Cynthia Lee, Stanford University
 - **Lightning Talk Chair:** Belle Wei, San Jose State University
 - **Site Chair:** Soohyun Nam, , University of California, San Diego
 - **Partner's Chair:** Rick Covington, CSU Northridge

Southwestern Conference 2018

- **Location:** CSU Northridge

Respectfully submitted,

Megan Thomas

Southwest Regional Representative

Treasurer Report

Susan Dean

Fall 2016

1. Assets and Liabilities - July 31, 2015 and July 31, 2016 - *see attachment*
2. Income and Expenses FY 15-16 - *see attachment*
3. Conference budgets - *see attachments*
 - MS 2017 Proposed
 - NE 2017 Proposed
 - SC 2018 Proposed

Note that the FY15-16 income and expenses for these conferences are shown in the report for Item 1.
4. Other Projects – *verbal reports*
 - A. “Ownership” of Financial Accounts
 - B. Permanent Address for CCSC
 - C. Insurance Forms for Upcoming Conferences
 - D. Income tax returns
 - E. Revision of forms for reimbursements and other payments of expenses
 - F. Recruitment of next Treasurer
 - G. Documentation

Respectfully submitted,
Susan Dean
CCSC Treasurer

Comptroller Report

Rob Bryant

CCSC Comptroller Fall 2016 Report

The table below is the status of budgets that have been sent, received, and processed by me as of 10/24/16. Baseline budgets are sent to each region at least twice a year (May-July and January).

CCSC Comptroller Conference Budget approval status, 10/24/16

Region	Baseline yr & date	Budget yr & date	Comptroller Approval	approved by board	Next budget
-conf. term	sent to region	revd from region	sent to treasurer		needed
CP-SPR	2018: 7/12/2016				2018
EA - FA	2017: 7/12/2016				2017
MS - SPR	2017: 7/12/2016	2017: 9/28/2016	2017: 7/29/2016		2017
MW - FA	2017: 7/12/2016				2017
NE - SPR	2017: 7/12/2016	2017: 8/26/2016	2017: 8/27/2016		2017
NW - FA	2017: 7/12/2016				2017
RM - FA	2018: 7/12/2016				2018
SC - SPR	2018: 7/12/2016	2018: 7/16/2016	2018: 7/23/2016		2018
SE - FA	2018: 7/12/2016				2018
SW - SPR	2017: 7/12/2016				2017

Rob Bryant, CCSC Comptroller

Conference Coordinator Report

William Mitchell

Conference Coordinator, Fall 2016

The In-Cooperation forms for the five Spring Conferences have been submitted and eventually the conference chair should be notified that the conference has been approved. This is the only activity that the Conference Coordinator is responsible for, and this cycle went very smoothly as ALL of the Spring conferences have viable web pages. I suggest that this duty be given to the past President in the future and Scott has agreed to fill the forms out for the Spring board meeting. I hope that all the Fall 2017 conferences will get their web pages up by January with at least their dates and conference committees identified. I hereby resign as Conference Coordinator and suggest that the Board leave the position vacant.

William Mitchell

National Partners Chair Report

Liz Adams

Current National Partners:

PLATINUM Partners: Turingscraft

GOLD Partners: Carnegie Mellon Information Networking Institute

As funds come in, I have updated and will continue to update Deborah Hwang so that the website will remain current.

I have updated the information on the National Partners Page to indicate the dates, host institution and conference chair information for all of the conferences through the Spring of 2017. I have also made minor word and grammatical changes in the document I received from Tim.

I am in contact with Denise Hobbs at Oracle Academy and Laurie White at Google about becoming National Partners. Denise will get back to me with a decision. Laurie will touch base with her marketing person and they will probably come on board in January. Also a grant has been submitted to NSF by Paul Tymann and Mike Erlinger asking for funds for NSF to become a National Partner. I have not seen the grant but am waiting to hear the results. I expect to contact other companies before SIGCSE and will, of course, talk with all of the vendors and publishers there. I would welcome suggestions for Regional Reps and other Board members for other companies to contact.

Although we also receive funds from UPE at the \$2000 level, these funds are targeted at Student Activities and thus after conversations with John Meinke and Susan Dean, believe that they do not qualify as National Partners.

Finally, I am echoing the paragraph below submitted by Tim DeClue, previous National Partners chair, as his suggestions seem relevant and important and I would hope that the Board would consider them.

Areas in need of Improvement

- Communication between the national partner chair (NPC) and the regions needs to be improved. The *regional vendor chair* needs to have a public email address available for the NPC to use.
- The NPC should be encouraged and supported to attend multiple CCSC conference meetings per year.
- As a position which serves primarily to market the CCSC to potential partners, the NPC needs to have a holistic view of the national organization. Attending multiple conferences will address this need.
- The NPC and the organization will benefit if the NPC has a network of contacts throughout the national organization. Attending multiple conferences will address this need.
- Representing a national organization when the NPC only has a regional view places the NPC at a significant disadvantage from the standpoint of understanding how all of the conferences work. Attending multiple conferences will address this need.

UPE Report

John Meinke

Upsilon Pi Epsilon Report

I had served a term on the Executive Council of UPE several decades ago, so still had several contacts within the Executive Council. In the absence of an active UPE liaison and thus the absence of their support over the last couple years, with Scott's approval this was discussed with the current UPE president as well as the national secretary at SIGCSE. UPE felt that the time that had passed without them receiving any reports was past, but they would be more than happy to reinstate their support of student activities starting with our Spring 2016 conferences provided they would receive a report regarding how their financial support was supporting student activities at CCSC conferences, and once the report was received they should then be invoiced for their support. They did not want to be invoiced for each individual conference but that we should group the report and submit a single invoice. The following report was submitted for the Spring 2016 conferences, they were invoiced for \$1000 for the five Spring conferences, and we did receive \$1000 from UPE.

Regional representatives: Please have your regional treasurer submit a separate report for student activities to our UPE representative so that a report such as the following can be submitted directly to UPE.

Respectfully submitted,
John Meinke

Upsilon Pi Epsilon presence at Spring 2016 CCSC conferences:

Note that all five regions reported on here credited Upsilon Pi Epsilon on their home pages.

Central Plains region:

Conference dates: April 01-02, 2016, Missouri Western University, St. Joseph, MO

Programming Contest: "Brought to you in part thanks to generous contributions from Cerner Corporation and Upsilon Pi Epsilon."

There was also a Student Poster Contest.

A total of \$791.99 in checks sent to 20 students, ranging in amount from \$12 - \$77.50.

Northeast region:

Conference dates: April 29-30, 2016, Hamilton College, Clinton, NY.

A student career fair was held with the following participating companies: Black River Systems Co., Agency Oasis, SRC, Inc., RWC, GrammaTech, Eze Software Group, Critical Technologies Inc., AmeriCU Credit Union, Utica National Insurance, Booz Allen Hamilton, The 2016 Project Fibonacci STEAM Conference, Syracuse University College of Engineering and Computer Science, Harris Corporation, Turning Stone Casino, AX Enterprize, IBM.

A student programming contest was held, as was a student poster program.

A total of \$780 in checks to 13 students, ranging from \$30 - \$100 were mailed out.

Mid South region

Conference dates: April 1-2, 2016.

\$1,204.54 spent on T-shirts, \$90 in cash prizes, \$32.66 for other prizes = total of \$1,327.20 for students. A programming contest was held as well as two sessions devoted to student papers.

South Central region

Conference dates: April 8-9, 2016, St. Edward's University, Austin, TX.

A student poster session was held. A total of \$320 in gift cards to students (\$10 - \$80) were distributed in prizes.

Southwestern region

Conference dates: March 25-26, 2016, Stanford University, Stanford, CA.

A student posters session was held. Final financial reconciliation for that region has not been completed at this time.

Service Recognition Committee Report

Kevin Treu (chair), Susan Dean, Bob Neufeld

MOTION #1:

The Distinguished Service Award Committee nominates the following individuals as recipients of the 2017 award:

Dick Hull and Gail Miles of Lenoir-Rhyne University (retired)

Rationale: Drs. Hull and Miles each received multiple letters of nomination, as per the award guidelines. Dick and Gail have been involved with CCSC and the Southeastern region since the inception of both entities. Both served terms as CCSC president, and together served several other roles on the board, including Southeast regional rep, membership secretary, and CCSC representative to the National Educational Computing Conference (NECC) board. Together they co-hosted the Southeastern regional conference at Lenoir-Rhyne three times, and were active members of the CCSC:SE regional board for many years.

MOTION #2:

The committee would like to move that all recipients of the CCSC Distinguished Service Award receive lifetime CCSC membership. This is to be conferred upon prior honorees.

Rationale: This would be an additional honor and tangible benefit of the award, that would potentially encourage continued involvement of the honorees even beyond retirement, at relatively little cost to CCSC. Please note that this motion does not include free conference registration. Since registrations include membership but are not itemized as such, it remains an open question as to whether or not conference attendance could or should be discounted. We look forward to a Board discussion of this issue. At the very least, lifetime membership would qualify award recipients for the journal and voting privileges.

Appendices

CCSC Assets and Liabilities - FY 15-16

Assets	July 31, 2015	July 31, 2016
PayPal	8,594.86	5,195.83
Checking	20,102.07	36,968.22
Savings	94,758.92	69,805.31
CDs	44,585	44,684.16
Accounts Receivable		
Total Assets	168,040.85	156,653.52
Liabilities		
Credit Card(s)	252.16	740.50
Reserves for Journals	10,782	7,169
Early Registrations	15,000 *	14,642
Total Liabilities	25,782 *	22,533.50

* estimated (accounting for FY14-15 payments for Fall 2015 registrations was not exact)

CCSC
External Income and Expenses
August 2015 - July 2016

	CCSC	CP	EA	MS	MW	NE	NW	RM	SC	SE	SW	Total
Income												
43400 Direct Public Support												-
43450 Individ, Business Contributions	1,000.00	40.00										1,040.00
Total 43400 Direct Public Support	1,000.00	40.00	-	-	-	-	-	-	-	-	-	1,040.00
45000 Investments												-
45030 Interest-Savings, Short-term CD	269.60											269.60
Total 45000 Investments	269.60	-	-	-	-	-	-	-	-	-	-	269.60
46400 Other Types of Income												-
46410 National Partners	7,000.00											7,000.00
46430 Miscellaneous Revenue	181.67											181.67
Total 46400 Other Types of Income	7,181.67	-	-	-	-	-	-	-	-	-	-	7,181.67
47200 Program Income												-
47230 Direct Membership Dues	157.00											157.00
47240 Program Service Fees												-
47250 Registrations with Membership												-
47252 Early		6,750.00	6,975.00	4,080.00	6,525.00	11,880.00	4,085.00	3,340.00	3,510.00	5,980.00	1,600.00	54,725.00
47254 On-Site		1,050.00	2,555.00	540.00	680.00	1,360.00	1,620.00		700.00	1,015.00	900.00	10,420.00
Total 47250 Registrations with Membership	-	7,800.00	9,530.00	4,620.00	7,205.00	13,240.00	5,705.00	3,340.00	4,210.00	6,995.00	2,500.00	65,145.00
47260 Registrations without Membership												-
47262 Vendor registration		50.00	130.00		150.00	1,080.00	100.00			50.00		1,560.00
47264 K-12 teacher		500.00										500.00
47270 Student Registrations												-
47272 Student Conf		1,620.00	660.00	280.00	2,080.00	3,800.00	420.00	200.00	1,250.00	640.00		10,950.00
47275 Indiv student team member		1,140.00			195.00					60.00		1,395.00
47278 Team registration			1,140.00	2,160.00		7,000.00				1,340.00		11,640.00
Total 47270 Student Registrations	-	2,760.00	1,800.00	2,440.00	2,275.00	10,800.00	420.00	200.00	1,250.00	2,040.00	-	23,985.00
Membership	-	3,310.00	1,930.00	2,440.00	2,425.00	11,880.00	520.00	200.00	1,250.00	2,090.00	-	26,045.00
47280 Extra Service Fees												-
47282 Workshop early					170.00							170.00
47285 Banquet		60.00	590.00	50.00	165.00	300.00	90.00	25.00	10.00	25.00	40.00	1,355.00
47286 Lunch		96.00		11.00	15.00		60.00			20.00	12.00	214.00
47288 Extra Proceedings		30.00		10.00	10.00	40.00	30.00	10.00				130.00
Total 47280 Extra Service Fees	-	186.00	590.00	71.00	360.00	340.00	180.00	35.00	10.00	45.00	52.00	1,869.00
Total 47240 Program Service Fees	-	11,296.00	12,050.00	7,131.00	9,990.00	25,460.00	6,405.00	3,575.00	5,470.00	9,130.00	2,552.00	93,059.00
47295 Conference Misc Income/donations		50.00		420.00		50.00						520.00
Total 47200 Program Income	157.00	11,346.00	12,050.00	7,551.00	9,990.00	25,510.00	6,405.00	3,575.00	5,470.00	9,130.00	2,552.00	93,736.00
Total Income	8,608.27	11,386.00	12,050.00	7,551.00	9,990.00	25,510.00	6,405.00	3,575.00	5,470.00	9,130.00	2,552.00	102,227.27
Gross Profit	8,608.27	11,386.00	12,050.00	7,551.00	9,990.00	25,510.00	6,405.00	3,575.00	5,470.00	9,130.00	2,552.00	102,227.27

	CCSC	CP	EA	MS	MW	NE	NW	RM	SC	SE	SW	Total
Expenses												
60900 Business Expenses												-
60950 Reimbursed Conference expense												-
60951 catering		5,407.91	6,066.22	2,959.55	6,245.00	14,743.57	3,986.41	940.32	1,194.33	4,528.16	972.30	47,043.77
60958 conference supplies			134.81	28.51				19.38		481.95		664.65
60962 facility & equip rentals						4,250.00	258.50	24.00	386.00			4,918.50
60965 Speaker & Entertainment		334.03		223.85		682.35	500.00	260.00	125.00	163.43		2,288.66
60967 awards		761.99	550.00	1,327.20	50.00	780.00	300.00	40.00	200.00	296.90		4,306.09
60971 signage & web expense		13.20				119.40						132.60
60972 publicity materials & distribution		79.00			1,202.15				336.92			1,618.07
60973 handouts		268.00	397.00	250.23								915.23
60975 conf travel & committee exp		283.85		122.25		5,776.66				181.97		6,364.73
60978 Other conference expense		223.61	155.00	330.00		(379.30)	150.00	15.30				494.61
Total 60950 Reimbursed Conference expense	-	7,371.59	7,303.03	5,241.59	7,497.15	25,972.68	5,194.91	1,299.00	2,242.25	5,652.41	972.30	68,746.91
60980 Journal expenses												-
60981 Journal Printing exp	13,890.57											13,890.57
60985 Journal distribution	3,169.48											3,169.48
Total 60980 Journal expenses	17,060.05	-	-	-	-	-	-	-	-	-	-	17,060.05
Total 60900 Business Expenses	17,060.05	7,371.59	7,303.03	5,241.59	7,497.15	25,972.68	5,194.91	1,299.00	2,242.25	5,652.41	972.30	85,806.96
62100 Contract Services												-
62150 Outside Contract Services	932.66											932.66
Total 62100 Contract Services	932.66	-	-	-	-	-	-	-	-	-	-	932.66
65000 Operations												-
65020 Postage, Mailing Service	13.15											13.15
65040 Supplies	215.20											215.20
Total 65000 Operations	228.35	-	-	-	-	-	-	-	-	-	-	228.35
65100 Other Types of Expenses												-
65120 Insurance - Liability, D and O	718.00											718.00
65160 Other Costs	271.92											271.92
65180 PayPal Fees	2,248.99											2,248.99
Total 65100 Other Types of Expenses	3,238.91	-	-	-	-	-	-	-	-	-	-	3,238.91
68300 Travel and Meetings												-
68310 Conference, Convention, Meeting	1,461.15											1,461.15
68320 Travel	25,227.01											25,227.01
Total 68300 Travel and Meetings	26,688.16	-	-	-	-	-	-	-	-	-	-	26,688.16
Total Expenses	48,148.13	7,371.59	7,303.03	5,241.59	7,497.15	25,972.68	5,194.91	1,299.00	2,242.25	5,652.41	972.30	116,895.04
Net Operating Income	(39,539.86)	4,014.41	4,746.97	2,309.41	2,492.85	(462.68)	1,210.09	2,276.00	3,227.75	3,477.59	1,579.70	(14,667.77)
Net Income	(39,539.86)	4,014.41	4,746.97	2,309.41	2,492.85	(462.68)	1,210.09	2,276.00	3,227.75	3,477.59	1,579.70	(14,667.77)

MidSouth 2017 Proposed

Region:	MidSouth 2017								
		host:							
		Budget amounts proposed				Last budget amounts approved by E			
Income		#	each	total		#	each	total	
	Registrations - Full - Early	30	\$120	\$3,600		30	\$120	\$3,600	
	Registrations - Full - Late	5	\$180	\$900		5	\$180	\$900	
	Registrations - Full - On-Site			\$0				\$0	
	Registrations - Student - early	4	\$50	\$200		4	\$50	\$200	
	Registrations - Student - late	2	\$60	\$120		2	\$60	\$120	
	Registrations - K-12 early			\$0				\$0	
	Registrations - K-12 late			\$0				\$0	
	Registrations – Prog. Teams	20	\$150	\$3,000		20	\$150	\$3,000	
	Registrations - student web			\$0				\$0	
	Workshop - early			\$0				\$0	
	Workshop - late			\$0				\$0	
	Extra Meals								
	Banquet	1	\$25	\$25		1	\$25	\$25	
	Lunch (Saturday)	1	\$11	\$11		1	\$11	\$11	
	Extra Proceedings	2	\$10	\$20		2	\$10	\$20	
	Vendors Registration	2	\$250	\$500		2	\$250	\$500	
	Vendors Presentations			\$0				\$0	
	National Partners	3	\$100	\$300		3	\$100	\$300	
	Industry Sponsorship	2	\$100	\$200		2	\$100	\$200	
	UPE Sponsorship			\$200				\$200	
	Grants								
	Other Income (List)								
	Programming Contest	2	\$180	\$360		2	\$180	\$360	
	Total			\$9,436				\$9,436	

Expenses								
Steering Com. Travel Ex.								\$200
Steering Com. Meeting Ex.			\$150					\$100
Phone/Fax			\$50					\$100
Publicity								
In support of Conference								
Other								
Postage								
Publicity			\$250					\$250
In support of Conference								
Other								
Office Supplies			\$100					\$600
Publicity								
In support of Conference								
Other			\$0					\$0
Brochure Printing/Duplicating			\$275					\$200
Publicity (printing, other formats)								
Other duplicating								
Signage								
Speaker Expenses	1	\$100	\$100		1	\$100	\$100	
Consortium Head Tax	35	\$41	\$1,435		35	\$41	\$1,435	
Extra Proceedings	10	\$6	\$60		10	\$6	\$60	
Meals - Total				\$3,518				\$3,518
Breaks-Friday	102	\$4	\$408		102	\$4	\$408	
Breaks-Saturday	35	\$4	\$140		35	\$4	\$140	
Lunch-Friday								
Reception			\$0				\$0	
Banquet	102	\$20	\$2,040		102	\$20	\$2,040	
Luncheon (prog. Teams)	88	\$5	\$440		88	\$5	\$440	
Luncheon (Sat.)	35	\$14	\$490		35	\$14	\$490	
Entertainment							\$0	
Transportation							\$0	
Rentals			\$200				\$500	
Student Awards			\$1,200		60		\$780	
Faculty Awards								
Student Programs			\$248				\$273	
Consortium Membership			\$1,000				\$1,000	
Other Expenses (List)								
Publicity								
In support of Conference								
IT Tech Support			\$850		8	\$40	\$320	
Other								
Total			\$9,436				\$9,436	
Balance			\$0				\$0	
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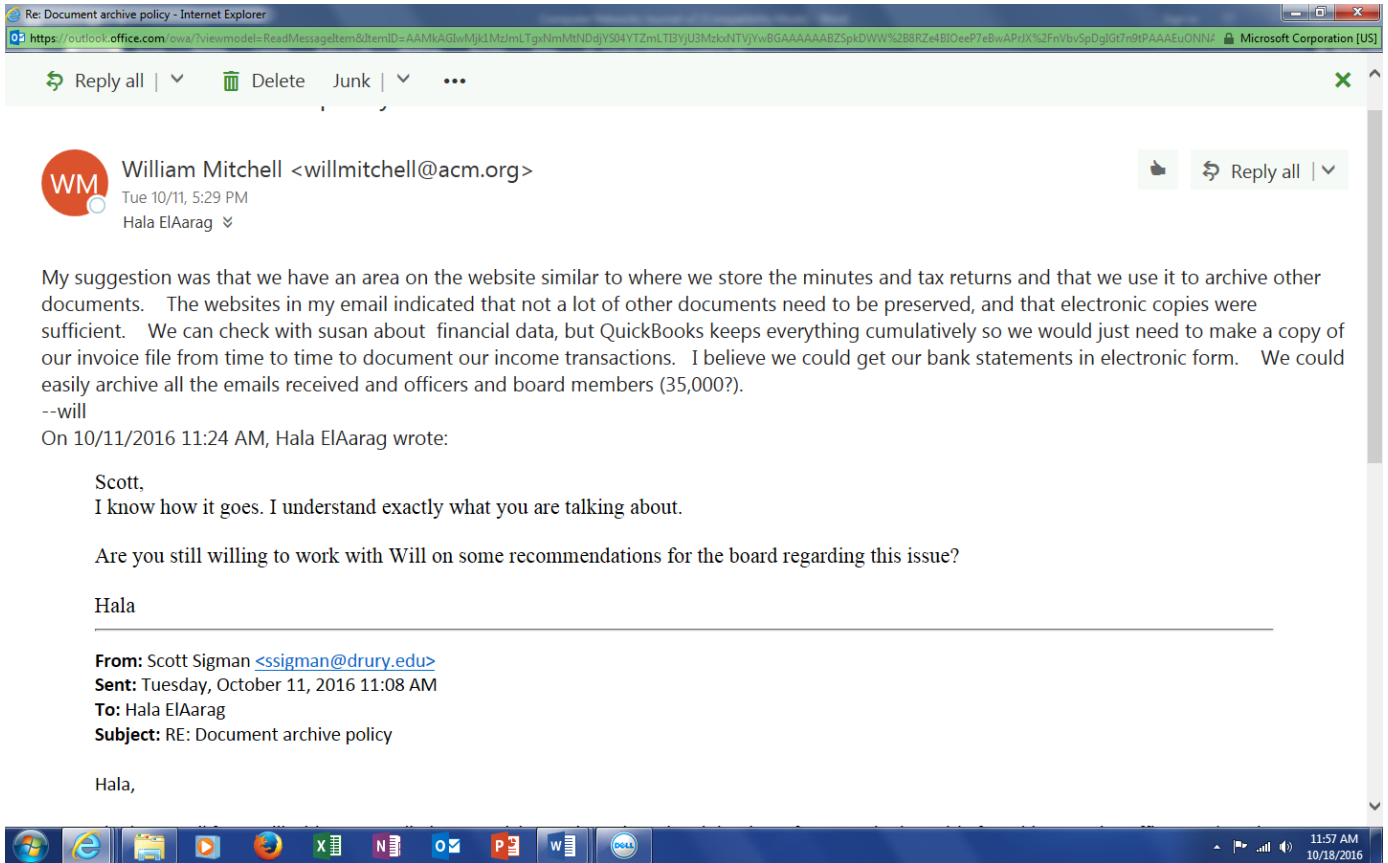
Expenses								
Steering Com. Travel Ex.			3,000.00				3,000.00	
Steering Com. Meeting Ex.	20	\$14	280.00		30	\$17	510.00	
Phone/Fax								
Publicity								
In support of Conference								
Other								
Postage								
Publicity								
In support of Conference								
Other								
Office Supplies								
Publicity								
In support of Conference								
Other								
Brochure Printing/Duplicating			350.00					
Publicity (printing, other formats)								
Other duplicating								
Signage								
Speaker Expenses	2	650.00	\$1,300		2	650.00	\$1,300	
Consortium Head Tax	110	41.00	\$4,510		130	41.00	\$5,330	
Extra Proceedings	15	6.00	\$90		15	6.00	\$90	
Meals - Total				\$13,637				\$13,254
Break (3:45-5:00)-Friday	220	7	\$1,540		200	4.25	\$850	
Break (11:00-11:30)-Saturday	100	7	\$700		200	5.25	\$1,050	
Reception-Friday	220	15	\$3,300		220	9.2	\$2,024	
Banquet-Friday	220	19	\$4,180		220	30	\$6,600	
Saturday Breakfast	100	9.79	\$979		200	6	\$1,200	
Friday Breakfast (prog. Teams)	120	13.99	\$1,679		90	6	\$540	
Friday Luncheon (prog. Teams)	90	13.99	\$1,259		90	11	\$990	
Luncheon (Sat.)	0				0		\$0	
Gratuity Required (15%)								
Entertainment								
Transportation							\$500	
Rentals			\$950					
Student Awards			765				765	
Faculty Awards								
Consortium Membership			1,000				1,000	
Other Expenses (List)								
Publicity								
Web Expenses			119				119	
In support of Conference			500				3,649	
Total			\$26,501				\$29,517	
Balance			\$2,549				\$1,283	
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SC 2018 Proposed

Region:	SouthCentral	Baseline Budget year:			2018			
		host:						
					Last budget amounts approved by			
Income		#	each	total	#	each	total	
	Registrations - Full - Early	30	\$130	\$3,900	40	\$130	\$5,200	
	Registrations - Full - Late	6	\$140	\$840	5	\$140	\$700	
	Registrations - Full - On-Site	0	\$135	\$0	0	\$135	\$0	
	Registrations - Student - early	20	\$50	\$1,000	20	\$50	\$1,000	
	Registrations - Student - late			\$0			\$0	
	Registrations - K-12 early			\$0			\$0	
	Registrations - K-12 late			\$0			\$0	
	Registrations - Progr Teams			\$0			\$0	
	Registrations - student web			\$0			\$0	
	Workshop - early			\$0			\$0	
	Workshop - late			\$0			\$0	
	Extra Meals							
	Banquet	2	\$10	\$20	2	\$18	\$36	
	Lunch (Saturday)	0	\$0	\$0	2	\$11	\$22	
	Extra Proceedings	2	\$10	\$20	2	\$10	\$20	
	Vendors Registration	1	\$130	\$130	1	\$125	\$125	
	Vendors Presentations			\$0			\$0	
	National Partners	3	\$100	\$300	4	\$100	\$400	
	Industry Sponsorship							
	UPE Sponsorship			\$200			\$200	
	Grants							
	Other Income (List)							
	Total			\$6,410			\$7,703	

Expenses								
Steering Com. Travel Ex.								
Steering Com. Meeting Ex.				\$50				\$50
Phone/Fax				\$0				\$0
Publicity								
In support of Conference								
Other								
Postage								
Publicity				\$0				\$0
In support of Conference								
Other								
Office Supplies				\$0				\$0
Publicity								
In support of Conference				\$350				\$350
Other				\$0				\$0
Brochure Printing/Duplicating	56	\$2.00	✓	\$112	65	\$2.00	✓	\$130
Publicity (printing, other formats)								
Other duplicating								
Signage								
Speaker Expenses	1	\$50	✓	\$50				\$50
Consortium Head Tax	✓	36	\$45	\$1,620	✓	45	\$41	\$1,845
Extra Proceedings	2	\$10		\$20	2	\$10		\$20
Meals - Total					\$1,288			\$2,440
Breaks-Friday	✓	56	\$5	\$280	✓	65	\$5	\$325
Breaks-Saturday	✓	0	\$5	\$0	✓	45	\$5	\$225
Reception	✓	56	\$0	\$0	✓	65	\$0	\$0
Banquet	✓	56	\$18	\$1,008	✓	65	\$18	\$1,170
Saturday Breakfast		0	\$5	\$0		45	\$5	\$225
Saturday Breakfast (prog. Teams)				\$0				\$0
Luncheon (prog. Teams)				\$0				\$0
Luncheon (Sat.)		0	\$11	\$0		45	\$11	\$495
Entertainment								
Transportation				\$100	100			\$100
Rentals - Includes Banquet Room				\$600	600			\$600
Student Awards				\$300	300			\$300
Faculty Awards								
Consortium Membership				\$1,000	1000			\$1,000
Other Expenses (List)								
Publicity								
Total				\$5,490				\$6,885
Balance				\$920				\$818
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Document Archive Policy



My suggestion was that we have an area on the website similar to where we store the minutes and tax returns and that we use it to archive other documents. The websites in my email indicated that not a lot of other documents need to be preserved, and that electronic copies were sufficient. We can check with Susan about financial data, but QuickBooks keeps everything cumulatively so we would just need to make a copy of our invoice file from time to time to document our income transactions. I believe we could get our bank statements in electronic form. We could easily archive all the emails received, officers, and board members (35,000?).