CCSC BOARD MEETING

Wednesday March 2, 2022

7:00 - 11:00 PM Eastern

Location	
In Person	**Virtual**
Rhode Island Convention Center, Providence Room: **554 A/B**	[Join Zoom Meeting](#) Meeting ID: 897 1677 5900 Passcode: 839380

AGENDA

President Karina Assiter called the meeting to order at 7:18 p.m.

Attending in person: Karina Assiter, Cathy Bareiss, Larry D'Antonio, Bryan Dixon, Michael Flinn, Brian Hare, Chris Healy, Tina Johnson, Grace Mirsky, Judy Mullins, Kevin Treu

Attending remotely: George Dimitoglou, Shereen Khoja, Ed Lindoo, Mohamed Lotfy, David Naugler, Carol Spradling, Megan Thomas

1   APPROVAL OF AGENDA

Karina Assiter made a motion to approve the agenda.   Bryan Dixon seconded. The agenda was approved 12-0.

2   WELCOME

- **George Dimitoglou :** New comptroller
- **Megan Thomas :** Membership System Administrator (to discuss Easychair)
- **Ed Lindoo** : Associate Treasurer, to discuss Easychair.

3 PAST MEETINGS

○ ## 3.1 ANNUAL BUSINESS MEETING 2021

We have not yet approved the 2021 Annual Business meeting minutes (they're usually approved at the same time as the board meeting minutes.)

Action Item: Approve 2021 Annual Business meeting minutes.

Assiter moved to approve the minutes. Bareiss seconded. The motion passed 12-0.

4 FUTURE MEETINGS

4.1 SIGCSE EXHIBITORS BOOTH (JUDY MULLINS)
● Please fill out slots in the SIGCSE 2022 Booth Schedule.
● Many of us will convene at the table during breaks anyway, but it's important that we give Judy a chance to get away from the table, as well.

4.2 ANNUAL BUSINESS MEETING
● Will be held **Friday March 4, 2022 6:00 PM Eastern** (US and Canada).
● Here is a link to the agenda with **location** information (both virtual and hybrid)

The business meeting agenda has already been sent to the membership.

4.3 FALL 2022 BOARD MEETING
At the Fall 2021 board meeting we had voted to have the Fall 2022 board meeting be held in conjunction with the Southeast conference November 11-12 in Asheville, North Carolina.

Action Item: Confirm date and location of Fall 2022 Board Meeting.

We already voted to approve this at last board meeting.

4.4 SPRING 2023 MEETINGS
The Spring 2023 Board of Directors meeting, the CCSC Annual Business Meeting and the Audit committee meetings will be held in conjunction with the SIGCSE Technical Symposium 2023. Dates: March 15 - 18, 2023. Location: Toronto, Canada.
● The CCSC Board of Directors will meet on Wednesday from 7:00 pm to 11:00 pm.
● The CCSC Audit Committee will also meet on Wednesday starting at 7:00 PM (until they're ready to present at the Board meeting).
● The CCSC Annual Business Meeting will be held Friday following the SIGCSE Business meeting.
Rooms for the board meeting, the meeting of the audit committee and the CCSC Annual Meeting will be scheduled through SIGCSE.

Action Item: Approve Spring 2023 Board, Audit committee and Annual Business Meeting locations.

D'Antonio remarked that we do not need to know exact date at this time.

Assiter moved that the spring 2023 board and business meetings take place in Toronto in conjunction with SIGCSE. Dixon seconded the motion. It passed by a vote of 13-0.

5   ELECTIONS AND APPOINTMENTS

5.1   NOMINATING COMMITTEE REPORT (CHRIS HEALY)

This year, the nominating committee consisted of Mike Flinn, Tina Johnson and myself. We nominate the following individuals to stand as candidates for these offices:

- Vice President (2022-2024): Denise Case, Northwest Missouri State University
- Membership Secretary (2022-2025): Cathy Bareiss, Bethel University
- Midsouth Representative (2022-2025): David Naugler, Southeast Missouri State University
- Northeastern Representative (2022-2025): Mark Bailey, Hamilton College
- Rocky Mountain Representative (2022-2025): Mohamed Lotfy, Utah Valley University

Additional nominations for candidates, e.g. at the business meeting, are welcome.

According to our By-Laws, the Membership Secretary is elected by the board. The other offices are elected by CCSC members. All CCSC members nationwide may vote for Vice President. But regional representatives may only be elected by the members in their own region. The winner of each election is determined by plurality, i.e. first past the post. Terms of office begin on August 1.

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

Assiter moved to approve the nominating committee report. Dixon seconded. The motion passed 12-0.

5.2   SPRING ELECTION

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

This time CCSC membership will also vote on the **by-law changes** approved by the Board (Fall 2021).

Action Item: Approve the spring 2022 election to be held May 1 through May 31, 2022 using VotingPlace.net.

Assiter moved to approve the plan for this year's elections. Dixon seconded. The motion passed 13-0.

5.3 NATIONAL PARTNERS CHAIR

Carol Spradling may be resigning as the National Partners chair, in which case we will need to appoint a new National Partners Chair. Recommended that we also, at the same time, appoint an Associate National Partners chair to have someone who can step into the Chair position, if necessary, in the future.

Action Item: Initiate call for nominations for a new National Partners Chair.

Action Item: Initiate call for nominations for an Associate National Partners Chair.

Dixon asked: should we approach vendors at SIGCSE this week? Assiter replied: Sure. Hare: We should also cultivate these relationships during the year, since people here this week may not be ready to make a decision. Spradling: I can share handouts with those who would like to visit the vendor tables. Dixon: I'll need to print them out.

6 REPORTS

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

6.1 OFFICERS REPORTS

6.1.1 Report of the President (Karina Assiter)

The fact that CCSC was impacted by COVID 19 is most apparent in that:

- Most of our conferences were online from March 2020 through the fall of 2021.
- The Board of directors met virtually for both the fall 2020 and spring 2021 meetings.

Fortunately, we are finally returning to a state near to where we were before March 2020 and indicators of this include:

- 4 of the 5 fall 2021 conferences were held in person (hybrid)

- 4 of the 5 spring 2022 conferences are scheduled to be held in person *(hybrid).*
- The CCSC Board met in conjunction with the Midwest regional conference in October (*hybrid).*
- The Board is now meeting in person here at SIGCSE 2022 in Providence Rhode Island *(hybrid).*

There have also been some unexpected positive outcomes from our experiences adjusting to doing business during COVID, including:

- Board members have been able to attend meetings even when they couldn't have made it in person.
- Virtual water cooler events, organized by Cathy Bareiss, were held for CCSC members.
- ConfTool demonstration was held online and attended by both CCSC Board members and regional conference committee members.

There have also been some notable changes, successes and challenges that are worth mentioning:

- Carol Spradling led a charge to overhaul (improve) the National Partners program.
- National Partners can again successfully pay online.
- We have appointed a new Comptroller, George Dimitoglou.
- The board approved membership- and publication-related by-law changes that will be voted on by the CCSC membership during the spring 2022 elections.

Ongoing and potential future efforts of the National organization include:

- Determine the future of the CCSC supported conference management systems. *ConfTool versus Easychair.*
- Appoint new National Partners and Associate National Partners chairs.
- Marketing Chair created as a newly appointed position. Responsibilities may include:
  - CCSC Vendor booth (at SIGCSE manager)
    - John Meinke un-officially held this role, for which he was funded to attend SIGCSE
  - Prepare promotional materials, including business cards for Board members
  - Work with webmaster to update website.
  - Establish and maintain CCSC social media presence

This is my last report as CCSC President and soon I will pass the baton to our current Vice President Chris Healy. CCSC will be in good hands under his leadership; he cares deeply about CCSC, he does his best to understand and follow the procedures and rules of the organization and he treats his fellow board members (and CCSC members, in general) with kindness and respect. Of course, I'll miss my fellow board members, most of whom I've had the opportunity to develop close working relationships with (some of whom have become genuine friends). It's been a rewarding and challenging experience serving CCSC during the era of COVID 19, and I wouldn't have traded it for the world.

Respectfully submitted,

Karina Assiter, CCSC President

6.1.2   Report of the Vice President (Chris Healy)

Since our last board meeting, we approved the following motions:

- On November 29, 2021, the board approved the new set of tiers for the National Partners program. The vote was 13-0.
- On December 6, 2021, the board approved the minutes of the fall board meeting. The vote was 13-0.
- On January 31, 2022, the board named Cathy Bareiss as the winner of this year's Susan Dean Distinguished Service Award.
- On February 7, 2022, the board appointed George Dimitoglou as comptroller. The vote was 11-0.

On December 27, 2021, we received word from ACM that they approved our in-cooperation agreements for all of the 2022 conferences that are scheduled to take place between January and April: Central Plains, Northeastern, South Central, Southeastern, and Southwestern. Among other things, this allows us to use ACM logos on our conference Web sites.

Healy remarked that each year it is necessary to request in-cooperation agreement with ACM to endorse each regional CCSC conference. One complaint we have received from ACM is that some of our conference Web sites feature the ACM in-cooperation logo out of habit before we have received their approval. I have had to ask some regional webmasters to remove the logo during the approval process.

Lotfy: SIGCSE also gets exposure having advertising on our regional websites. Do they understand the value? Healy: The in-cooperation forms go to ACM not to SIGCSE. The approvals are handled from ACM headquarters.

6.1.3   Publications Chair Report (Baochuan Lu)

Not ready in time for the meeting. See appendix.

6.1.4   Treasurer's Report (Brian Hare)

The past year has seen continued disruption due to Covid, with effects on our operations. Many of our conferences in 2020-2021 were virtual; expenses for virtual conferences are much lower than in-person conferences, since there are few if any printing costs, we can usually use our school's Zoom or Teams accounts, etc. As we return to whatever the new normal is going to be,

we can expect our expenses to begin rising again. That said—if some variety of hybrid conference becomes the new normal, or many of our board members attend virtually (thus reducing Consortium expenses, which are mostly related to Board travel), we may want to examine our fee structure. Our goal as a non-profit should be to just about break even; there is no point in accumulating a large surplus for its own sake. Whether that's reducing fees at our conferences, or expanding our services, it may become an issue for the Board to discuss. At any rate, our current financial reserves are ample for our level of expenses.

As for the financial report itself—Associate Treasurer Ed Lindoo and I have identified several areas where the setup of our books was much more complicated than it needs to be, and there were issues with data being duplicated, or funds being counted more than once. This made preparing financial reports and tax returns challenging. Some of the extra complications made sense from a financial control standpoint, but not for an operation of our size, with limited staff. Others—well, I'm not sure why some of the sub-accounts were set up. I suspect they were a workaround for a temporary problem, but became permanent. In the process of revising our process, we've managed to simplify things substantially, and we think going forward that we'll be able to manage a much clearer picture of our financial situation. (And when I say "we" have been doing this—Ed's done most of it.) We'll need to confer with our new Comptroller during the coming year to work out new audit procedures.

As I head into my last year as Treasurer, I'm planning on handing more responsibility off to Ed, in preparation for him to step into the Treasurer role. His business and accounting background is stronger than mine, and I'm fully confident he'll be able to fill the role better than me.

Respectfully submitted,
Brian K. Hare
Treasurer

CCSC

External Income and Expenses

August 2020 - July 2021

	CCSC	CENTRAL PLAINS	EASTERN	MIDWEST	NORTHEASTERN	NORTHWESTERN	ROCKY MOUNTAIN	SOUTH CENTRAL	SOUTHEASTERN	SOUTHWESTERN	NOT SPECIFIED	TOTAL
Income												
46400 Other Types of Income												$0.00
46410 National Partners	6,000.00											$6,000.00
Total 46400 Other Types of Income	6,000.00											$6,000.00
PayPal Sales		1,934.93	8,752.50	6,118.98	3,720.69	2,397.48	2,973.30	1,326.57	6,542.19	983.88		$34,750.52
Sales of Product Income											3,911.70	$3,911.70
Total Income	$6,000.00	$1,934.93	$8,752.50	$6,118.98	$3,720.69	$2,397.48	$2,973.30	$1,326.57	$6,542.19	$983.88	$3,911.70	$44,662.22
GROSS PROFIT	$6,000.00	$1,934.93	$8,752.50	$6,118.98	$3,720.69	$2,397.48	$2,973.30	$1,326.57	$6,542.19	$983.88	$3,911.70	$44,662.22
Expenses												
60900 Business Expenses												$0.00
60920 Business Registration Fees	22.00											$22.00
60950 Reimbursed Conference expense												$0.00
60962 facility & equip rentals			199.90									$199.90
60965 Speaker & Entertainment									1,300.00			$1,300.00
60967 awards	105.64	450.00	724.93					400.00	175.90			$1,856.47
60978 Other conference expense					380.73				410.00			$790.73
Total 60950 Reimbursed Conference expense	105.64	450.00	924.83		380.73			400.00	1,885.90			$4,147.10
60980 Journal expenses	275.00											$275.00
60985 Journal distribution	275.00											$275.00
Total 60980 Journal expenses	550.00											$550.00
Total 60900 Business Expenses	677.64	450.00	924.83		380.73			400.00	1,885.90			$4,719.10
62100 Contract Services												$0.00
62150 Outside Contract Services	1,950.00											$1,950.00
Total 62100 Contract Services	1,950.00											$1,950.00
65000 Operations												$0.00
65010 Books, Subscriptions, Reference	60.00											$60.00
65040 Supplies	105.64											$105.64
65050 Telephone, Telecommunications	132.98											$132.98
Total 65000 Operations	298.62											$298.62
65100 Other Types of Expenses												$0.00
65120 Insurance - Liability, D and O	351.00											$351.00
65180 PayPal Fees											-33.93	$ -33.93
Total 65100 Other Types of Expenses	351.00										-33.93	$317.07
Total Expenses	$3,277.26	$450.00	$924.83	$0.00	$380.73	$0.00	$0.00	$400.00	$1,885.90	$0.00	$ -33.93	$7,284.79
NET OPERATING INCOME	$2,722.74	$1,484.93	$7,827.67	$6,118.98	$3,339.96	$2,397.48	$2,973.30	$926.57	$4,656.29	$983.88	$3,945.63	$37,377.43
NET INCOME	$2,722.74	$1,484.93	$7,827.67	$6,118.98	$3,339.96	$2,397.48	$2,973.30	$926.57	$4,656.29	$983.88	$3,945.63	$37,377.43

CCSC 2020-2021

CCSC
Assets & Liabilities
As of 7/31/2021

Assets:

Bank of America Savings	$54,242.97
Bank of America Checking	$18,084.80
Wells-Fargo Checking	$28,029.04
Wells-Fargo Savings	$61,987.85
PayPal	$47,794.53
Total Assets	**$210,139.19**

Liabilities

Chase Credit Card	$151.70
Total Liabilities	**$151.70**
Net	**$209,987.49**

6.1.5   Membership Secretary Report (Cathy Bareiss)

	15/16	16/17	17/18	18/19	19/20	20/21	21/22
CP	51	42	60	24	cancelled	46	
EA	62	86	73	71	63	71	76
MS	34	29	32	31	19	cancelled	
NW	50	48	58	71	39	54	32
NE	97	113	100	82	37	60	
MW	36	29	35	44	39	27	52
RM	25	21	34	44	25	18	18
SC	31	36	38	34	16	23	
SE	54	62	46	42	43	60	32
SW	21	19	31	24	21	10	
MEM	15	10	20	11	12	2	
totals	476	495	527	478	314	371	210

Underlined rows indicate "spring" conferences.

Total membership as of Feb 28, 2022 is 426. This number reflects the new 2 year policy. While it is lower than the last pre-Covid year, it is on the healthy side.

Because of the change in policy, it will be hard to compare previous numbers to current and future numbers.

Comments:

1) We still do not have a good way to communicate with the membership. Currently this is done via a spreadsheet with all emails and pasting into an email as bcc. In addition, there is no regular communication from the conferences to the membership secretary about who qualifies for membership at the end of a conference.

2) I began to send out renewals and confirmations about membership during the month of February to try to update the data.

6.2   REGIONAL REPORTS

6.2.1   Central Plains Regional Report   (Judy Mullins)

Central Plains Conference 2022

We are pleased to be convening for our 28th annual conference "live" April 1-2 at Drury University, Springfield, Missouri. Scott Sigman is the conference chair, with Mahmoud Yousef serving as co-chair.

· Our opening keynote speaker will be Michael Newton, Software Scientist/Chief Engineer at L3Harris Technologies, whose talk will be "A Software Engineering Career from the Perspective of Availability, Reliability and Maintainability." The banquet keynote will be given by Mark Garton, Senior Director of IT Governance and Data Strategy at O'Reilly Auto Parts. His talk is titled "How the Pandemic Has Changed Talent Management."

· Michael Rogers (University of Wisconsin, Oshkosh) and Bill Siever (Washington University in St. Louis) will present a pre-conference workshop titled *"Flutter: n Platforms, 1 Codebase, 0 Problems*." Proposals for 10 papers, 3 tutorials/workshop/panels and 1 nifty-assignment were received. We accepted 6 papers for an acceptance rate of 60%. All other submissions were accepted.

· In addition to papers, panels, tutorials/workshops and nifty-assignments, the conference will feature student papers, a student programming contest and a student poster contest.

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

Regional Board members and Conference Steering Committee members are:

Board Representative   Judy Mullins
Editor   Joseph Kendall-Morwick
Registrar   Ron McCleary
Treasurer   Denise Case
Webmaster   Michael P. Rogers

Scott Sigman, Shannon McMurtrey, Chris Branton, Carol Browning, Amos Gichamba, Brian Hare, Diana Linville, Wen Hsin, Ajay Banday, Mahmoud Yousef, Farid Nait-Abdesselam, Belinda Copus, Joseph Kendall-Morwick, Charles Riedesel, Dayu Wang, Rex McKanry, Deepika Jagmohan, Crystal Peng

Regional Steering Committee Elections

The positions of Regional Webmaster and Regional Secretary will be elected at the Central Plains Business Meeting on April 9th. We will also elect someone to fill the remainder of the Regional Treasurer's term, which expires in 2024.

Central Plains Conference 2023

Our 2023 conference will be hosted by the University of Central Missouri, Warrensburg, MO. March 31-April 1, 2023. Mahmoud Yousef will serve as the conference chair.

Future Conferences

We have not yet found a host for the 2024 conference.

Respectfully submitted,
Judy Mullins, Central Plains Representative

Mullins remarked: The recent change to the workshop is reflected in this report.

6.2.2   Eastern Regional Report (Michael Flinn)

Introduction

This report is being written and submitted after our 37th Annual Regional Conference, held in person on October 22-23, 2021, and hosted by Marymount University, Arlington, Virginia. It was chaired by Susan Conrad and Natalia Ermicioi, Marymount University. We are grateful for Susan and Natalia's dedication to and willingness to serve as chairs. Susan Conrad was invited to be on the Eastern steering committee and has graciously accepted. We are fortunate to have your expertise and knowledge moving forward.

Details

The conference accepted 12 papers out of 19 submitted and included a panel on integrating computational thinking into the k-12 space in Maryland schools, among other exciting workshops and panels. The conference offered a student paper presentation and a Nifty Ideas/"Hot Topics" session inspired by the ACM SIGCSE nifty ideas and birds-of-a-feather sessions. We also had an exciting programming contest, vendors and vendor sessions, keynote and banquet speakers, and the closing luncheon.

COVID-19 Related

The Conference Programming Committee met on September 17, 2021, and decided to hold the conference in person. The vaccine mandates of multiple regional institutes and declining COVID

positivity rates contributed to this decision. CCSC-Eastern has embraced the virtual delivery of some content due to scheduling conflicts and COVID concerns with some presenters.

Participants

We were happy to have 81 registrants at the conference: 52 Attendees/Presenters, 25 Students, 1 Vendor, 1 K-12, 1 National Vendor, and 1 Retired Faculty.

CCSC-Eastern 2021 Award Winners

Best Faculty Paper (2 this year)

Best Pedagogy Paper

Development of a Virtualized Security Operations Center
Robert de Cespedes III, George Dimitoglou, Hood College

Best Research Paper

Checkpoint Variations for Deep Q-Learning in Reconnaissance Blind Chess
Kyle Blowitski, T.J. Highley, La Salle University

Best Faculty Poster

Survey of COVID Online Teaching Methodologies and How They Can Be Used in the Traditional Classroom
Jennifer Polack, University of Mary Washington

Best Student Paper

Prevalence of PII within Public Malware Sandbox Samples
Aaron Weathersby, Marymount University

Best Student Poster

Predicting Racial & Gender Microaggressions Using Support Vector Machines (SVMs)
Surakshya Aryal, Taiwo Oriowo, Mikel Ngueajio, Howard University

CCSC-Eastern 2021 Collegiate Programming Contest
Prizes were be awarded courtesy of Upsilon Pi Epsilon

First Place: Christopher Newport University:
The Mongooses - William Reames, Jack Lyman, Charles Steelberg

Second Place: Christopher Newport University:

CNU Pushpins - Blaine Morse, Matthew Wakhweya, Aiden Tersine

Third Place: DeSales University:

Lucas Acosta-Morales, Austin Weaver, Luke Cossman

Fall 2022 – DeSales University

The 38th Annual Conference is October 21-22, 2022, in person, at DeSales University in Center Valley, PA, co-chaired by Pranshu Gupta & Kathleen Ryan. A Call for Participation was distributed during the Fall 2021 conference. Additional information has been posted on the region's website.

We are currently looking for a site for the 2023 conference.

Eastern Website: http://www.ccsc-eastern.org
Eastern on Facebook: http://www.facebook.com/ccsceastern
Past Conferences: http://www.ccsc-eastern.org/past-conferences

This report is respectfully submitted on this *ice-stormy windy day* by Michael B. Flinn, Eastern Regional Representative, on February 25, 2022.

Flinn remarked: We are very excited for the in-person conference at DeSales.

6.2.3   Midsouth Regional Report (David Naugler)

There will not be a Mid-South 2022 Spring Conference. The conference was to be hosted by Lyon College. Unfortunately, the Computer Science department at Lyon has been reduced to one person.

We are planning a Spring 2023 conference at a university in the Memphis area which has hosted us in the past.

Respectively submitted, David Naugler, Midsouth Representative.

Naugler remarked: The Midsouth region is confident in being able to have a conference in 2023, but not this year.

6.2.4   Midwest Regional Report (Grace Mirsky)

○ CCSC:MW 2022 Conference

Our annual conference will be held from 10/7-10/8, at the University of Wisconsin-Stout in Menomonie, Wisconsin. The conference will likely be held in a hybrid format (will be determined closer to conference date).

○ Conference Committee

·   Conference Chair: Saleh Alnaeli, University of Wisconsin-Stout
·   Vice-Chair: Lucy La Hurreau, Ivy Tech Community College
·   Site Chair 2022: Diane Christie, University of Wisconsin-Stout
·   Authors: Saleh Alnaeli, University of Wisconsin-Stout
·   Nifty Tools & Assignments: Cyrus Grant, Dominican University
·   Panels, Tutorials, & Workshops: Cathy Bareiss, Bethel University
·   Papers: Imad Al Saeed, Saint Xavier University
·   Past Chair: Grace Mirsky, Benedictine University
·   Programming Contest: Paul Talaga, University of Indianapolis, Md Haque, University of Indianapolis
·   Publicity: David Largent, Ball State University
·   Registrar: Imad Al Saeed, Saint Xavier University (2022), Deborah Hwang, University of Evansville
·   Speakers: Stefan Brandle, Taylor University
·   Student Showcase: Paul Gestwicki, Ball State University
·   Treasurer: Mary Jo Geise, University of Findlay (2023)
·   Two-year College Liaison: Kris Roberts, Ivy Tech Community College
·   Vendors: Takako Soma, Illinois College
·   Webmaster: Stefan Brandle, Taylor University (2023)
·   Regional Representative: Grace Mirsky, Benedictine University (2023)
·   CCSC At-Large Board Member: Sean Joyce, Heidelberg University (2022)
·   CCSC At-Large Board Member: Kris Roberts, Ivy Tech Community College (2024)

Respectfully submitted,

Grace Mirsky
Benedictine University

Mirsky remarked: It is possible that the fall conference will be hybrid, to allow some people to attend online.

6.2.5 Northeastern Regional Report (Larry D'Antonio)

2022 Conference

The Twenty-Sixth Annual CCSCNE conference will be held April 1-2,2022 at Pace University in Pleasantville, NY. The conference chairs are Richard Kline from Pace University and Lawrence D'Antonio from Ramapo College.

The numbers of submissions were down again this year. There were 10 papers submitted of which 6 were accepted. This represents an acceptance rate of 60%. In addition, the conference will feature one pre-conference workshop, two tutorials, three encore presentations, and four lightning talks. There will be four faculty posters, a student poster competition and a student programming contest will be held. There will also be two special sessions.

Motivating CS Majors Using Real-World Data, Games and Visualizations Using BRIDGES.

Kalpathi Subramanian, The University of North Carolina at Charlotte
Erik Saule, The University of North Carolina at Charlotte
Jamie Payton, Temple University

ACM/IEEE-CS/AAAI Computer Science Curricula (CS202X)

Amruth N. Kumar, Ramapo College of New Jersey
Rajendra K. Raj, Rochester Institute of Technology

The cut-off date for early registration is Friday, March 18, 2022.

On a personal note, this is my last report as CCSCNE Chair. In the future, Jim Teresco of Siena College will be the chair of the CCSCNE board and Mark Bailey of Hamilton College will be the Northeast representative to the CCSC board. I wish to thank all of the wonderful people who it was my privilege to work with during my years on the national board.

Lawrence D'Antonio
Chair of CCSCNE Board
Ramapo College of NJ
Mahwah, NJ 07430
Email: ldant@ramapo.edu

D'Antonio remarked: The conference will be in person.

6.2.6 Northwestern Regional Report (Shereen Khoja)

2021 Conference

The CCSC-CW Regional Conference was held on October 8-9 in hybrid format at St. Martin's University. We had 16 paper submissions and 12 were accepted. We had partner presentations by Google, ZyBooks, Pacific Northwest National Labs, and Access Computing. We also had five tutorials, one panel session, and a student poster session. We had 42 attendees, which is lower than normal for us, but higher than we expected.

The hybrid format took a lot of work and coordination to set up, but it worked well in the end. As it happened, I had to stay home because of Covid exposure, so I managed all of the zoom sessions.

 More details of the conference are available here: https://www.ccsc.org/northwest/2021/

2022 Conference

We anticipate holding the fall conference on October 7-8, 2022. We are struggling with finding a site. This year we are due to hold the conference in the Portland area. Originally, University of Portland was going to host, but could not do so because of cost. Lewis and Clark was up next, but the student center is under renovation. I am negotiating with four other local universities to secure a site. I'll keep you updated. My institution will host if no other site is available.

Conference Steering Committee:

- Conference Chair: TBD
- Site Chair: TBD
- Program Chair: Bob Lewis, Washington State University, Tri-Cities
- Papers Chair: Alex Mezei, St. Martins University
- Partners Chair: Ben Tribelhorn, University of Portland
- Panels & Tutorials Chair: Gina Sprint, Gonzaga University

Website

We have a new webmaster, Alex Mezei, who is overhauling our website. Stay tuned!

Respectfully submitted,
Shereen Khoja, Northwest Regional Representative

Khoja remarked: The regional board met yesterday. We are having trouble finding sites due to cost. We have a confirmed backup site, but not a first-choice site.

6.2.7   Rocky Mountain Regional Report (Mohamed Lotfy)

30ᵗʰ CCSC Rocky Mountain Region Conference 2021

Due to the COVID-19 pandemic and because some universities and colleges still had travel restrictions, the Thirtieth annual CCSC Rocky Mountain Conference was held virtually October 15-16, 2021, using MS Teams. Dr. Donald McDonald and Dr. Mohamed Lotfy–Utah Valley University–were the Conference Chairs. Eleven papers were accepted for presentation out of seventeen submitted papers. Three tutorials were conducted. Laurie White, National vendor Google, did a nice tutorial on Google cloud and how to program with the Cloud.

·   Number of Attendees: 19   Faculty & authors
                             2   Students
                             1   Partners
                          Total: 22

·   Papers: 17   Submitted
                            11   Accepted
                             6   Rejected
                    Acceptance rate: 64.7%

·   Tutorials and Panels   3   Submitted
                             3   Accepted
                             0   Rejected

·   National partner Google attended the conference.

 The following was the RM 2021 Conference Committee:

        CCSC RM Regional Board Chair: Mohamed Lotfy
        Treasurer: Ed Lindoo
        Editor(s): Pam Smallwood
        Submission Chair(s): Karina Assiter and Mohamed Lotfy
        Webmaster: Kim Bartholomew & Dan McDonald
        Publicity: Sayeed Sajal
        Registrar: Ed Lindoo
        Conference Chair(s): Mohamed Lotfy and Daniel McDonald
        Site Chair(s): April Menzies & Keith Ley
        Student Programming Competition Chair: Aziz Fellah
        Student Posters Chair: Michael Leverington

31st CCSC Rocky Mountain Region Conference 2022

The 31st CCSC Rocky Mountain Region Conference will be held at Utah Valley University in Orem, Utah. The dates are October 21-22, 2022.

The Regional board for the CCSC RM 2022 includes:

CCSC Rep (Regional chair): Mohamed Lotfy

Treasurer: Ed Lindoo

Editor(s): Pam Smallwood

Submission chair(s): Karina Assiter & Mohamed Lotfy

Webmaster: Dan McDonald

Publicity Chair: Sayeed Sajal
Registrar: Ed Lindoo
Conference chair(s): TBD
Site Chair(s): TBD
Program Chair(s): Mohamed Lotfy
Student Programming Competition Chair: Aziz Fellah
Student Posters Chair: Michael Leverington

Key Deadlines:
Submission Due .... June 19, 2022
Notifications............... July 5, 2022
Final draft Due .... July 18, 2022

·   The website for the conference is at http://www.ccsc.org/rockymt/.
·   Dr. Sayeed Sajal will start promoting the CCSC RM 2022 conference to institutions in the region states.

CCSC RM Region Notes

·   The CCSC RM Region 2021 conference was held virtually for the second time.
·   Dr. Mohamed Lotfy was nominated to be the CCSC RM Board representative for a new term during the CCSC RM business meeting conducted on October 16, 2021.
·   Dr. Sayeed Sajal joined the CCSC RM 2021 Regional board as the publicity Chair.
·   Dr. Dan McDonald joined the CCSC RM 2021 Regional board and now is the webmaster.

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

Lotfy remarked: The conference will be in person, with more student events. We are considering offering an online backup for those who cannot travel.

6.2.8 South Central Regional Report (Tina Johnson)

2021 Conference

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

2022 Conference

The 33rd Annual CCSC South Central Conference will be hosted virtually by University of Texas at Dallas on April 8, 2022. The conference site/program chair is Shyam (Sam) Karrah, UTD. The program will include nifty assignments, papers, posters, and tutorials.

Conference Dates:

> January 10, 2022 – Professional papers due
> January 12, 2022 – Papers to reviewers
> January 31, 2022 – Deadline for panels, tutorials and workshops
> January 31, 2022 – Paper reviews due
> February 4, 2022 – Steering Committee Meeting
> February 7, 2022 – Notification of acceptance / rejection
> February 21, 2022 – Final electronic versions of accepted papers and tutorials/workshops due for publication
> February 21, 2022 – Last day to submit accepted paper/tutorial/workshop presentation recording.
> April 1, 2022 - Last day of early conference registration.
> April 1, 2022 – Last day to submit recorded video presentation of poster for virtual online presentation.
> April 8, 2022 – Virtual Online Conference at The University of Texas at Dallas in Richardson, Texas.

Conference Steering Committee:

> Program Chair / Professional Paper: Laura Baker, St. Edward's University
> Conference Site Chair: Shyam (Sam) Karrah, University of Texas, Dallas
> Regional Editor Co-Chair: Bingyang Wei, Texas Christian University
> Regional Editor Co-Chair: Mustafa Al-Lail, Texas A&M International University
> Registrar: Anne Marie Eubanks, Stephen F. Austin State University

Treasurer: Bilal Shebaro, St. Edward's University
Nifty Assignments Chair: Michael Kart, St. Edward's University
Posters Chair: Michael Scherger, Texas Christian University
Moderators Chair: Abena Primo, Huston-Tillotson University
Panels and Tutorials Chair: Jeffrey Zheng, Stephen F. Austin State University
Publicity Chair: Eduardo Colmenares-Diaz, Midwestern State University Texas
National Board Representative: Tina Johnson, Midwestern State University Texas
Webmaster: Abena Primo, Huston-Tillotson University
At Large: Tim McGuire, Texas A&M University

Respectfully submitted,
Tina Johnson, South Central Regional Representative

Johnson remarked: The conference was virtual last year, and will be virtual again this year.

Last year's conference was over budget because we charged much less for registration.

Our region recently had discussion about how much to charge (less) for virtual. I would like to add this topic to new business (Secton 8.2 below).

6.2.9   Southeastern Regional Report   (Kevin Treu)

Fall/Winter 2021 CCSC:Southeastern Conference

The 35th CCSC Southeastern Conference was hosted by Bob Jones University in person on January 28-29, 2022. There were 50 registrants, 15 of whom were students, and 19 of whom were first time attendees (11 of these first-timers were students). These numbers compare poorly to our 2019 and 2020 conferences (77 and 72 total registrants, respectively) in spite of returning to an in-person event. This ends what had been an encouraging improvement on the 58 registrants we had in 2018 and 59 in 2017. We had been hoping to continue our trajectory towards the 94 registrants we had in 2016 (and the 98 registrants in 2014), but perhaps continued concerns about COVID were too much to overcome.

The program was stripped down but strong, including 7 papers (down from 21 last year), 2 tutorials, 1 panel, a "nifty assignments" session, and a session of student presentations from our student research competition. A total of 14 regular papers were submitted. This is a shocking decrease from 39 last year, from 24 in 2019, and even from 18 in 2018, so although we were trending in the right direction in terms of submissions, we took a step back this year. 7 were accepted, for an acceptance rate of 50%, compared to 54% in 2020, 62% in 2019, 55% in 2018, 60% in 2017, 52% in 2016, 57.1% in 2015, 54.5% in 2014, 46.8% in 2013 and 2012, and 60% in 2011. (The acceptance rate for tutorials/panels was 100% -- 3 of 3 submissions.) Student participation was similarly depressed in light of COVID concerns, with 13 teams consisting of 49 students representing 7 schools in the programming contest (down from 29 teams last year). 14 students authored a total of 5 papers in the student paper contest (down from 10

last year), representing 2 different institutions. Winners in the programming contest were Bob Jones University A (1st), Mercer University A (2nd), and Bob Jones University B (3rd).

Fall 2022 CCSC:Southeastern Conference

UNC Asheville will host the 2022 conference, which will return to our normal November slot. The dates are November 11-12, 2022. Marietta Cameron and Kevin Sanft are the site chairs. The rest of the Conference Committee has not yet been determined. The conference web site is:

http://www.ccscse.org/conference.php?year=36th

The call for participation is available at the site. June 10 is the deadline for paper submissions. (September 23 is the deadline for abstracts for the Student Research Contest.) Student activities will again include a programming contest and student paper competition. Details of each are available on the web site. The keynote and banquet speakers have yet to be determined.

Our decision to once again move the 2021 conference from November to January was based in part on our desire to return safely to an in person conference with as much certainty as possible. But it was also partly due to the significant spike in paper submissions that we received in 2020 when we moved the deadline to the end of July and moved the conference itself to January. As it seems clear now that there was not a causal relationship between the deadline and/or date of the conference and the high submission rate, we made the decision to return to our traditional November conference.

Future CCSC:Southeastern Conferences

The host site for 2023 will be Coastal Carolina University, under the direction of Jeannie French. This will be our second conference at CCU. In 2024 the conference will return to Furman University. Several institutions have expressed interest in possibly hosting in 2025 or beyond, including potential new hosts High Point University and the University of West Florida, and ETSU, which last hosted in 1996. We will continue to aggressively recruit new hosts, in hopes of cultivating organizers who are willing to be repeat hosts every 5-6 years.

Other Regional Issues/Activities

Overall Health of the Region – Though it is difficult to draw firm conclusions from a conference that was held at a non-traditional time for the second year in a row, there are some reasons for pessimism. After signs that interest in the conference was rebounding from 2018-2020, this year's drop in paper submissions was extremely discouraging. We continue to experience a trend wherein only presenters and programming contest sponsors and very few others register for the conference itself. After a long time being vacant, we have recently filled our Publicity Chair position on the Regional Board, and are looking for creative methods of branding and publicizing our conference. We also have recruited a new Treasurer and Program Chair, so there is reason for optimism in the new blood on our Regional Board. In general, I still have concerns about the long term health of the region. I hope to discuss with other representatives how things are going in their regions and what they are doing to keep them vital.

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

• Developing and refining new procedures for branding and publicity (as also noted above)

• Setting timelines for turnover of long-held Regional Board positions to revitalize the leadership of the region

• Review and assessment of bi-annual Regional Board meeting procedures to address problems of attendance

• Continued refinement of the ConfTool system for paper submission and reviewing, with possible shift to EasyChair

• Consideration of other alternative forms of presentation and participation at the conference, such as the "nifty assignments" session

• Continued testing and dissemination of a comprehensive conference hosting manual

Respectfully submitted,
Kevin Treu
Southeastern Regional Representative

6.2.10 Southwestern Regional Report (Bryan Dixon)

Regional Officers:

- **Regional Chair:** TBD
- **Treasurer and Registrar:** Michael Doherty, University of the Pacific
- **Regional Representative:** Bryan Dixon, CSU Chico
- **Webmaster:** Megan Thomas, CSU Stanislaus

2022 Conference

Four papers accepted, 1 Keynote, lightning talks, and 2 tutorials. (7 papers submitted.)

Southwestern Conference 2022

- Location: UC Irvine in Irvine, CA
- Date: March 26, 2022
- Conference Organizers:
  - **Conference Chair:** Michael Shindler, UC Irvine
  - **Papers Chair:** Megan Thomas, CSU Stanislaus
  - **Authors Chair:** Mariam Salloum, UC Riverside
  - **Posters Chair:** Todd Gibson, CSU Chico

- o   **Speakers Chair:** Michael Shindler, UC Irvine
- o   **Panels/Tutorials Chair:** Michael Shindler, UC Irvine
- o   **Lightning Talk Chair:** Paul Cao, UCSD
- o   **Site Chair:** Michael Shindler, UC Irvine
- o   **Partner's Chair:** Michael Shindler, UC Irvine

Southwestern Conference 2023

●   **Location: TBD**

Respectfully submitted,

 Bryan Dixon
Southwest Regional Representative

Dixon remarked: We are scheduling this as a one-day conference.

6.3 OTHER REPORTS

6.3.1 Service Recognition Committee Report (Kevin Treu)

The Susan Dean CCSC Distinguished Service Award will be presented to Cathy Bareiss Friday evening at the CCSC Business Meeting, and at that time I will call for nominations for the 2023 award.

Nominating committee members: fall board meeting we voted for Mohamed Lotfy to fill Bob Neufeld's position (starting 2022).

Action Item: Confirm that Mohamed Lotfy is still interested/available.

Treu: Please think of possible nominees. Two letters of nomination are required. I'll mention again on Friday.

Assiter: Does Mohamed want to join this committee? Lotfy: Yes, I would. Treu: I had used same committee as prior years.

6.3.2 Comptroller's Report (Shereen Khoja, George Dimitoglou)

The outgoing Comptroller (Shereen Khoja) met with the incoming Comptroller (George Dimitoglou) on March 2, 2022 to hand over the documents and duties. This document serves as a summary of our discussion and identifies duties, documents, process, and potential improvements.

■ Documents

The documents that were handed over were:

- Budgets from all regions dating back to 2008
- Audit reports dating back to 2009
- Comptroller reports to the CCSC board dating back to 2010

■

■ Summary of Duties of the Comptroller

The duties of the Comptroller are listed in the CCSC bylaws (http://www.ccsc.org/board/by-laws/). We discussed in detail the following duties of the Comptroller:

- ### 1. Regional Budgets

There are 10 regions of CCSC and each region holds a conference once a year. Five of the conferences are in the fall and five are in the spring. All details are on the website: http://www.ccsc.org/ . Regional representatives are expected to submit budgets a year in advance of their conference. The Comptroller will conduct preliminary reviews of the budgets.

Outline of process:

1. Comptroller will email spreadsheets of all baseline budgets. Spring conferences will receive their baseline budgets in February, while fall conferences will receive their baseline budgets in September. Regional representatives will have a month to complete their budgets and send them to the Comptroller.
2. Comptroller will review the budget and may correspond with the proposer for clarification or modification.
3. Once all five budgets for that period have been received and reviewed, the Comptroller will forward budgets to the CCSC treasurer, who will bring them to the CCSC board for a vote.

- ### 2. Audit Committee

The Comptroller will chair the audit committee once a year. The committee consists of the Comptroller and at least two additional members selected by the Comptroller. The duties of the committee are to:

1. Verify the correctness and completeness of the financial records of the consortium
2. Verify the correctness and completeness of the membership records of the consortium
3. Make recommendations to the board regarding needed changes in policies and procedures in support of correctness and completeness of the records of the consortium.

In order for the committee to complete their duties, they will need the following, which will be provided by the treasurer ahead of the audit meeting,

- Full access to quickbooks
- All financial records: bank (checking and saving) and credit card statements and tax returns.
- Conftool reports to determine memberships

Historically, the audit committee met in person at the same time as the spring CCSC Board meeting. ***We are proposing that the committee can meet online and any time within the two months prior to the CCSC spring Board meeting, and the report submitted to the Board for the spring meeting.***

Compensation for the audit committee members historically has been one night at SIGCSE. Last year the compensation was free registration at a CCSC conference. ***We propose that the compensation could be one or the other depending on the situation.***

- 3. Comptroller Reports

The Comptroller will submit a report to the CCSC Board for each of the CCSC Board meetings (fall and spring). The report will include a summary of the regional budgets that have been approved and any outstanding budgets. Reports are submitted to the vice president of the CCSC Board of Directors.

■ Proposed Modifications

We discussed some modifications to the duties and process, some of which are mentioned above:

1. Allow the audit to meeting to be online
2. Change the timing of the audit meeting so that it will be held any time in the two months prior to the spring CCSC Board meeting
3. Change to compensation for audit committee members to be either one night at SIGCSE or a free registration at a CCSC conference
4. Update the budget excel files

■ Benefits and Term of Comptroller

We want to clarify the compensation for the Comptroller. Our understanding is that the Comptroller receives three nights stay at SIGCSE and that there is no stated term for the Comptroller.

Respectfully submitted,
Shereen Khoja & George Dimitoglou
March 2, 2022

6.3.3 Audit Committee Report

As of February 9, 2022 CCSC has a newly appointed Comptroller, George Dimitoglou. He is working with Shereen Khoja to get up-to-speed on Comptroller and audit committee responsibilities. He will conduct an audit of the Consortium at a later date.

6.3.4 Finance Committee and CCSC Budget Report (Brian Hare)

The Finance Committee is a standing committee of the Board chaired by the Treasurer. Members were appointed to serve on this committee at the Fall Board Meeting. They are charged to report to the Board a recommended CCSC budget for the next fiscal year shortly after the conclusion of the Spring 2022 Board Meeting.

Action Item: Approve budget for 2022-2023 fiscal year.

Hare: Each conference submits a budget. But the national budget is not yet prepared because the finance committee still needs to convene.

Action Item: Approve Eastern budget .

Flinn: We have made an adjustment from last year to add food costs. Hare asked: What is the bottom line? D'Antonio: A surplus of $755. Flinn: Yes, it is positive. We provide snacks because the attendees appreciate that. D'Antonio: And coffee as well. Hare: Everything appears to be covered in the budget.

6.3.5   National Partners Chair Report (Carol Spradling)

During the past year, Brian Hare (Treasurer), Mohamed Lofty (Rocky Mountain Representative), and Carol Spradling (National Partner's Chair) held meetings during the year to evaluate the National Partner Levels. Liz Adams (Past National Partner's Chair) participated in a few of these meetings. After this group's evaluation, new National Partner Levels revisions were proposed to the CCSC Board (shown below).

- ·   Platinum, $3,000
- ·   Gold, $2,000
- ·   Silver, $1,000
- ·   Associate, $500

Changes were made to the National Partner's benefits to better align benefits with each of the national partner levels. The Board voted and approved these National Partner changes at the end of 2021.

Ed Lindoo, Deborah Hwang, Brian Hare and Carol Spradling have been meeting during the past months to explore credit card payments for National Partner membership. This group was exploring how to accomplish this task but was not able to complete their work prior to the SIGCSE 2022 conference. This means that National Partner membership payments are only available by check.

Carol Spradling resigned from the National Partner's Chair position because of her husband's recent health issues. The CCSC board needs to fill the National Partner Chair's position as soon as possible. Carol Spradling is willing to collaborate with the new National Partner Chair to ensure a smooth transition in this position.

Membership is agenda item. What about vendors? Assiter: That appears later in the agenda. (Section 7.2)

6.3.6   UPE Report (Ed Lindoo)

For 2021, in speaking with Brian Hare, we don't believe we had any contributions and little payout due to COVID.

For 2022, Orlando Madrigal, Executive Director of UPSILON PI EPSILON, Honor Society for the Computing & Information Disciplines for the ACM, in an email during the week of February 21 stated they will be contributing $2,000 in the next few weeks. In fact, we received the $2,000 on February 25.

(The current time is 9:00.)

7 OLD BUSINESS ITEMS

7.1 EASYCHAIR (MICHAEL FLINN, ED LINDOO, MEGAN THOMAS, CATHY BAREISS)

(Discussed after 7.2 and 7.3)

Lindoo: We are currently using 12 free instances of Conftool. Our national partners need a place to pay online. We pay a hosting company $162 per year for all these instances, with backup. Megan copies the information. But we need to perform backup. Both Conftool and Easychair seem to have the same capabilities. The difference comes down to cost, and luxury features. Imagine we were a small chain of general stores. Money sits in our Paypal account until we need to move it to other accounts. Paypal is central. Transactions are downloaded to Quickbooks. We have to balance the books on every account. It's been done to the penny. But Easychair won't do this for us. With Easychair, Paypal is replaced with some other bank. Since the conference call we had with Easychair, they admit that they hang on to your money until after the conference is over. They check cancellations and take their commission. This seems unappealing to me. With Paypal, the money moves into our account immediately. Easychair could customize something for Quickbooks. We rely on Quickbooks. Neither Conftool nor Easychar has a "push one button and everything is easy". I estimated the cost of using Easychair. They charge by submissions, attendees, and overall revenue. It would have been $8,418 in 2021. In a typical year it would likely more because this year we only had nine conferences instead of ten (Midsouth was cancelled). Easychair's credit card fee is 4.9%. Paypal's is 2.3%. With Easychair, every conference has $277 flat setup fee. Overall, Easychair would take about 19% of our gross conference revenue. In a non-Covid year, this could be $12,000-15,000. Conftool does offer some user support. Conftool Pro costs $4,000 the first year and $2,800 each year thereafter. The fee varies a little because it's priced in euros. It would be less work for Megan. All ten conferences already use Conftool. If we were a university we would set up a committee and rate each tool on each task we want to perform. Evaluate the return on their investment.

Bareiss: We need to change. I have to get data from 11 databases. Tables are set up differently in each. Who is a member and who is not is based on each registrar's own terminology. And there are exceptions to the rules. Regions need to send a report to me, but not all submit. There is no coordination between conferences. We have a different ID number for each conference. Different data is collected at each conference. And people switch institutions. There is no standard for what a "participant" is, etc. Proceedings are not published unless you follow standardized rules. We are volunteers. I don't have time to talk to every region. Conftool could work but it's disorganized at this time.

Lindoo: Right, I agree. But using either Conftool or Easychair, we would still have 10 separate systems. Switching to Easychair would not solve your problem. Bareiss: Conftool said that I could conceivably have one ID for each person nationwide.

Lotfy: How often do you need the data? Let's consider a feasibility study, and consider the value of each system. I use the system 3-4 months a year. Bareiss: It's frustrating to use at all. Lindoo: In the future, your successor may say the same thing about Easychair. Bareiss: I can work with Easychair if regions give me the data I need. Lotfy: Do you mean Conftool? Lindoo: After a conference, I can extract data into a database. Bareiss: People haven't made a way to tell me who is a member or not. It's not a technical problem but a procedural problem. Lindoo: New systems will have same problems. Come up with a standard, or have to write an interface for a separate database. Bareiss: We could just say we will not pay until the information is resolved. Thomas: Create useful classifications of attendees. Bareiss: Regions need to follow policy. Mullins: What policy? Bareiss: I tell you this is the data I need. Mullins: I pass on your request to regional registrar. Did you get a response from us? Bareiss: Here is an example: Southeast sent me list of 300 people in their entire database. That is not what I want. Thomas: Regions pick attendee titles they want.

Bareiss: The databases I get from the regions are all formatted differently. I don't know what your data means. For example, what does the registration date mean? It could mean the date the account was created. Johnson: Can we provide a drop-down menu for data entry? Bareiss: As long as everyone uses it. Dixon: Some regions don't upload the full export data. There are several ways to export the data. Lotfy: The Rocky Mountain region sent you what we thought you wanted. Bareiss: Actually no, the number of columns was not right. I have to make guesses. I am unable to audit your attendance figures. Maybe I should tell the treasurer not to pay your bills. Lindoo: What do you do when this happens? Bareiss: I no longer send out renewals because I don't know who is a member. Lindoo: What is a member? Bareiss: People who pay full price and who are full time faculty, until we update the by-laws. I've tried my best to estimate. Lindoo: This is a solvable problem. In the Rocky Mountain region, our philosophy is to charge more for presenters. Lotfy: We include the membership fee in the conference registration fee. We can't change the database design. Bareiss: Each region has its own exceptions. Then, we have some people who attend two regional conferences and they enter two different e-mail addresses. Bareiss: Easychair told me that they use a centralized database, so there could be a unique ID for each person. Thomas: That is not my understanding. Dixon: Could we provide a tutorial for the regions? Bareiss: People need to use consistent terminology. Mullins: In your request, please tell us explicitly what terminology you are looking for. Dixon: The board could recommend terminology. Bareiss: We can enforce names of roles. Thomas: The "Status" field is being used differently by various regions. We can tell people not to change defaults, just sort by status and then export. Lotfy: Cathy could run the query. Thomas: But the strings that people enter into Status field are not consistent.

Lindoo: I have a suggestion. Pick a region that does it well. I will confer with other nine regions so they can conform. I agree that we should standardize. I will work with you. Hare: We keep using the old version of Conftool. It's limping along. Mullins: We need to know if there will be a future useable version of Conftool. Thomas: We usually request the newest version of Conftool in the summer. But we did not get one in 2021. We just got an update two weeks ago. The middle of a semester is not a good time to update systems. Spradling: I am familiar with another conference, larger than us, which used a paid version of Conftool. It was

easy to use because we were a paying client. Lindoo: Conftool can help us with our free version. Lotfy: What language is Conftool written in? Thomas: PHP.

Assiter: What action should we undertake? Bareiss: I will talk with Ed and persevere. Flinn: Maybe we should purchase the Pro version of Conftool. Can we have a one-button export for Cathy? Thomas: Inconsistency is in the database, not the database schema. The status field does not give consistent info on who has paid the registration fee. Lindoo: We desire consistency across 10 databases. Second, can we help Megan get new version up and running?

Flinn: I move that we purchase Conftool Pro. Khoja: I second. D'Antonio: Can we do this given that we have conferences coming up soon? Hare: It doesn't have to take effect today. D'Antonio: I offer a friendly amendment to set date of effect after this spring's conferences. Flinn: Okay with me. Assiter: You are willing to help with transition? Flinn: Yes, I can help Megan too as needed. Lotfy: I can help and so can the Rocky Mountain webmaster. We have taught Web backend. Lotfy: Fall conference submissions and registrations are coming in soon. Johnson: Does the Pro version offer more support? Can they help the regions? Lindoo: Yes. D'Antonio: Exact timing of implementation of Pro should be up to the regions. Johnson: Can we have Ed's PowerPoint slides so we can show our regional boards why we are going with Conftool Pro? Lindoo: Sure. Assiter: Let's vote. The motion carried by a vote of 15-0.

At 9:48, President Assiter announced a break in the meeting until 10:10.

7.2 COMMITTEE TO MAKE NATIONAL PARTNERS CHANGES (CAROL SPRADLING)
Discussion of regional vendor fees.

Spradling: Lotfy, Hare and I noticed a wide variety in what regions charge regional vendors: from $50 to $800. Maybe we could create a document to show what all our conferences charge, and share it among the regions. This may encourage a conference to increase its fee. Lotfy: Central Plains charges $50. A vendor might ask why not pay for each region instead of at the national level. A regional level of $200 may be appropriate. Note that a National partner can attend any regional conference. Spradling: We don't want to tell the regions what they should charge. Flinn: Eastern asks for $200. Spradling: My intent is just to inform the regions. Should there be a minimum? Dixon: To clarify, this issue pertains just to regional sponsorship. The Southwest region only has national sponsors. Hare: Central Plains has some local companies only interested in our conference, and they are not necessarily interested in a national-level sponsorship. Mullins: Do we charge them? Hare: Yes, but we charge the least. True, $50 per region is low compared to national. Flinn: Eastern typically asks for $200. Consider if the minimum is closer to, say, $300, for a national company with a local presence. If the national sponsorship fee is only a small increment above the regional rate, that can be a selling point. Spradling: Let's plan to continue the discussion and make decision at fall meeting.

7.3 MEGA-CONFERENCE COMMITTEE (CATHY BAREISS)

In the fall Board meeting, Cathy mentioned holding this again this summer. Status?

Bareiss: Yes, I can. Also, I would like to have water cooler in late spring. With Zoom, it is easy to add people to a breakout room.

8 NEW BUSINESS ITEMS

8.1 Quorum at business meetings (Chris Healy)

Let's discuss how we define a quorum at business meetings. It's set at 10 percent of the membership. Is this realistic? Should it be a percentage or a set number? Robert's Rules recommends that "The quorum should be as large a number as can reasonably be depended on to be present at any meeting..."

Healy: Because our membership fluctuates, and we might not know the exact size at the time of the meeting, I think it makes sense to define our quorum as a set number, rather than a percentage of the membership.

Dixon moved to set the quorum at 20 members for business meetings. Flinn seconded the motion.

D'Antonio: We can add this to the May elections. Lotfy: Just to clarify, are we counting individuals or members when determining the quorum? Healy: Members.

The motion passed, 15-0.

8.2 South Central (Tina)

Virtual conference

Johnson asked: Should we lower the registration fee for virtual attendance relative to physical? Dixon replied: That is what we did. Johnson: We were slightly in the red. Was it because of awards? As a result, we raised the fee a little for this year. Bareiss: No, don't reduce the fee just because someone is attending virtually. The cost of CCSC membership is $35. Johnson: What about the $1,000 assessed to each conference? Hare: That is to run the consortium. For example, we just agreed to pay $4,000 for Conftool Pro. For several years we have been running surpluses. We have reserve funds. Johnson: We could offer a scholarship to attend a CCSC conference. Hare: National partner money is distributed to regions. We just focus on the bottom line. We are not concerned with the fees you charge. Dixon: Our virtual registration fee was about $90, which is roughly half of the regular $160 because there is no food for them. Johnson: When you charged a $90 registration fee, were you able to cover the $1,000 plus $35 for

each attendee? Dixon: Gather.town is free for a small number of people. D'Antonio. We charged $50 last year, and the entire conference was online. Flinn: In fall 2020, John Wright suggested a lower rate for the Eastern conference because it was virtual.

Lindoo: All surpluses go to the national organization. It has to cover in case of losses or even a cancelled conference. Can we share the accumulated surplus with the regions, to offer scholarships or some other worthy purpose? What are we doing with this money? Lotfy: What is our national surplus? Earmark a percentage of it to a scholarship. For example, my college dean is donating $3,000 for a scholarship. Maybe your host institution can donate too. Mirsky: We can also fund national programming contest prizes. Hare: Write a budget and propose it to the board. Shereen, Larry and I are the finance committee. We can consider lowering the membership fee "head tax" temporarily. And we could reduce the conference fee below $1,000 if that would be realistic. Lindoo: I'm not sure if this makes a difference. Mullins: Central Plains has been assuming a $41 membership fee in our budgets.

8.3   Exhibition Booth person -

Role has been held by John Meinke. This time Judy. Official appointed person? "Marketing"?

Mullins: I am happy to help out next year. John and I have done it together. Lotfy: People at SIGCSE usually want to attend the session. To be in charge of the table is a responsibility. For this volunteer, we fund the cost of hotel, flight and exhibitor badge, right? Dixon: That's right. D'Antonio: We can call this position the Exhibition Booth Manager. Dixon: Or "Chair" to imply that it is a committee rather than only one person doing it. And there can be a vice chair as backup. Lotfy: But we can only pay for one. Assiter: Let's call it the Exhibition Booth Chair. John can name other members if he desires.

Assiter moved to appoint John Meinke as Exhibition Booth Chair. Dixon seconded. The motion passed 13-0.

9   FUTURE

Fees for vendors   Discuss @ fall mtg.

10 ANNOUNCEMENTS

Mullins: Please consider volunteering at exhibit hall table.

Bareiss: Thank you for your patience with technology this evening: Zoom, the microphone, and speakers.

Lotfy: My department is looking to hire two new faculty. Please spread the word.

11 ADJOURN

Action Item: Approve motion to adjourn

Bareiss moved to adjourn. Hare seconded the motion. The motion passed 14-0.

The meeting adjourned at 10:58pm.

Summary of motions approved:

- Approval of agenda (Section 1)
- Minutes of 2021 business meeting (Section 3)
- Spring 2023 board meeting to be held at SIGCSE in Toronto. (Section 4.4)
- Nominating committee report (Section 5.1)
- Annual elections to take place in May (Section 5.2)
- Approval of Eastern region budget (Section 6.3.4)
- Purchase subscription to Conftool Pro (Section 7.1)
- Change quorum for business meetings to 20 members. (Section 8.1)
- Designate John Meinke as the Exhibition Booth Chair. (Section 8.3)
- Adjournment (Section 11)

Appendix: Baochuan Lu's Publication Chair report, which was compiled shortly after the meeting.

Conference	Acceptance Rate	Journal Status	Note
South Central	54%	done / edited by Crystal Peng	http://www.ccsc.org/publications/drafts/SC2022.pdf
Southwestern	80%	done	https://www.ccsc.org/publications/journals/SW2022.pdf
Central Plains	60%	done / edited by Crystal Peng	https://www.ccsc.org/publications/drafts/CP2022.pdf
Northeastern	60%	Done	https://www.ccsc.org/publications/journals/NE2022.pdf
Southeastern (moved to spring 22)	50%	done	https://www.ccsc.org/publications/journals/SW2022.pdf
Mid-south			