

SIGCSE Board Meeting Minutes

April 29, 2014

Phone Meeting

Participants: Susan Rodger (chair), Renée McCauley, Paul Tymann, Judy Sheard, Amber Settle, Tiffany Barnes, Alison Clear, Sue Fitzgerald, John Impagliazzo (ACM Inroads Editor-in-Chief), Christine Alvarado and David Kauchak (co-Editors of SIGCSE Bulletin) and Irene Frawley (ACM).

Susan called the meeting to order at 4.05pm EST

- March 2014 Board and Business meeting minutes were approved.
ACTION: Paul to put March Board and Business meeting minutes on the SIGCSE website.

- Items approved since last Board meeting in March:
 - PAF for ICER 2015
 - Budget for ICER 2014
 - In-coop request for CSERC '14

- Action items from the March 2014 Board were reviewed.
 - **ACTION:** Susan to talk with SIGCSE Exhibits Manager and the 2015 Symposium Chairs about the new statement on controversial advertising materials from the March 2014 minutes.
 - **ACTION:** Susan to review all action items from the August 2013 Board meeting to check what still needs to be done.

- New Educator's Workshop from SIGCSE 2014 – Susan reported
 - Report from the Workshop organisers (Andrea Danyluk and Dave Reed) was noted.
 - 10 people participated.
 - The Workshop will next run in 2016.
 - **ACTION:** Susan to put advertising for the 2015 New Educator's workshop on the agenda for discussion at the March 2015 Board meeting.

- SIGCSE 2014 Kids Camp – Susan reported
 - Report from Kids Camp organisers was noted.
 - Susan gave a report on the SIGCSE Kids Camp 2014 and also some of the history of the camp. The camp started in 2008 and has had between 9 and 23 kids each year. In 2014, there were 12 kids. Parents pay a fee for the three days, \$100 for first child and \$50 for each additional child, and the SIGCSE Board covers the rest (not the Symposium budget).

Renée McCauley joined the meeting

- Chairs Workshop - Renée reported
 - Sandra DeLoatch will be chairing the 2015 workshop
 - Workshop was advertised in the recent SIGCSE Bulletin.
 - **ACTION:** Renée to seek out a second chair for SIGCSE 2015 Chairs Workshop

- Conference Chairs for 2017 - Susan gave an update
 - New Chairs for the 2017 SIGCSE Symposium were proposed
 - **ACTION:** Susan to seek Board approval of proposed 2017 Symposium Chairs by email

- TMRF for 2015 Symposium budget was discussed
 - Small increase in registration fees has been recommended by the Chairs.
 - **ACTION:** Susan to remind the 2015 Symposium chairs to put the CFP for the Symposium on the SIGCSE website.
 - **ACTION:** Susan to seek Board approval of TMRF by email.

John Impagliazzo joined the meeting

- IEEE/Education Society update - John gave an update
 - The proposed Memorandum of Understanding between IEEE and ACM was discussed and suggestions were made.
 - **ACTION:** Renée and John to develop a Memorandum of Understanding to present to the Board

- Award Advice Guide – Paul gave an update
 - Advice Guide for Awards nominators has been published on the SIGCSE website. Suggestions were made for the wording.
 - **ACTION:** Paul to notify previous SIGCSE Awards nominators about the new advice guide.

- SIGCSE Website – Paul gave an update
 - Paul announced that Jian Zhang is the new SIGCSE webmaster (3 year term from April 2014)
 - Historical information is gradually being updated.
 - Symposium history back to 2003 has been uploaded so far.

- Volunteer signup form
 - Tiffany presented a draft of a volunteer signup form and this was discussed.
 - **ACTION:** Susan and Tiffany to review the volunteer form.

- UPE at the SIGCSE Symposium
 - **ACTION:** Susan to talk to JD Dougherty about the possibility UPE returning to SIGCSE.
 - **ACTION:** Irene to send to the Board the ACM anti-harassment policy.

- Update on Committees
 - A proposal for the structure of the Communications Committee was reviewed and suggestions were made.
 - A proposal for the Conference Committee structure was presented and discussed.
 - **ACTION:** Susan to schedule a Board meeting specifically to discuss the Conference Committee structure.
 - **ACTION:** Susan to send out a revised version of the Conference Committee document a few days before the meeting

- The venue of the October Board meeting was discussed.
ACTION: Susan to investigate a venue for the October Board meeting

The meeting was concluded at 5:40pm

End of minutes, April 29, 2014, SIGCSE Board Meeting

Judy Sheard, Secretary