

# SIGCSE Board Meeting Minutes

March 4, 2015

Kansas City, Missouri

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

*Susan called the meeting to order at 9.00am Central Time*

- January 14 2015 Board meeting minutes were approved:
  - **ACTION:** Paul to upload the January 2015 Board meeting minutes to the SIGCSE site.
- Items approved since last SIGCSE Board Meeting:
  - ICER 2015 TMRF.
  - Approved Brad Miller for Conference Review Supporter Software committee
- Previously a question had been raised about SIGITE members receiving Inroads, but once it was realized that 41% of SIGITE members are SIGCSE members and already receive it, SIGITE was no longer interested.
- Status of new editors of TOCE and ACM Inroads
  - Search committee led by Barbara Owens will be formed to find a new Editor-in-Chief for ACM Inroads.
  - John reminded the meeting that ACM Inroads represents the voice of computing education to the world.
  - ACM Inroads considers ACM Inroads to be a commercial venture. ACM is costly to produce and needs more advertisements to cover printing costs.
  - **ACTION:** Everyone to visit ACM Inroads website ([inroads.acm.org](http://inroads.acm.org)) and browse articles and the blog.
  - **ACTION:** Susan to follow up on formation of search committee for new editors of TOCE.
- Action items from the previous meeting were checked.
  - **ACTION:** Awards Committee to consider if SIGCSE should offer another award. Any award proposed must be approved by the ACM SGB.
- Amber presented the Treasurer's report.
  - The slides for the SIGCSE Business meeting were discussed and feedback was given.
  - Membership numbers are steady.

- Online options for SIGCSE subscriptions are steadily increasing and print subscriptions decreasing.
- **ACTION:** Amber to meet with ACM Publications to discuss the apparent mismatch between budgeted and actual costs.
- John mentioned that he had not been reimbursed for travel costs related to production of ACM Inroads.
- **ACTION:** Susan to follow up with John's reimbursement for travel costs.
  
- ITiCSE
  - ITiCSE 2014 closing report was presented.
  - A surplus for ITiCSE 2014 was recorded.
  - Attendance at ITiCSE 2014 was 176.
  - **ACTION:** Susan to follow up with the post-conference survey results from ITiCSE 2014.
  - **ACTION:** Susan to thank the ITiCSE 2014 Conference Chairs for returning a profit.
  - **ACTION:** Susan and Amber to follow up on the TMRF for ITiCSE 2015.
  
- ICER
  - ICER 2014 closing report in progress.
  - A surplus for ICER 2014 was recorded.
  - Attendance at ICER 2014 was 79.
  - ICER 2015 budget was discussed.
  
- The Travel Grant Program and Special Projects deadlines were discussed.
  - In 2014 the Travel Grant deadline was moved back to October 15 from January 15 to accommodate international people who needed to organise travel and visas.
  - Amber reported that the two international awardees for the 2014 Symposium were unable to organise visas in time to attend. One used the grant for the 2015 Symposium
  - Fewer applications were received in 2014.
  - Five Travel Grant awards were made for the 2015 Symposium.
  - It was decided to keep the new deadline for 2015 but advertise this more prominently on the SIGCSE website.
  - **ACTION:** Amber to make sure that the deadline for the Travel Grants is advertised on the SIGCSE website.
  
- The Volunteer Coordinator position description was discussed.
  - The Volunteer Coordinator position description was reviewed.
  - The Volunteer Coordinator position description:
 

*This is an unpaid, volunteer position. Duties will include:*

    - *Periodically sending calls for volunteers to SIGCSE listserv.*
    - *Periodically writing short articles for the SIGCSE Bulletin, describing volunteer accomplishments and calling for volunteer.*

- *Connecting volunteers with conference chairs, the SIGCSE Board and others who have requested volunteer assistance.*
    - *Maintain records about volunteer placement.*
    - *Work with the SIGCSE Board to identify volunteer positions and candidates.*
  - **ACTION:** Everyone to approach suitable candidates for the position of Volunteer Coordinator and ask them to complete the Volunteer application form.
  - **ACTION:** Tiffany to update the Volunteer form to request details about the candidate's connections with SIGCSE.
  - **ACTION:** Amber to contact somebody about the Conference Supporter Software position
- Sue reported on the SIGCSE Special Projects grant.
  - In the November 2014 round of the Special Projects grant 15 applications were received. Five reviewers assessed these applications. Three projects were funded for a total of \$10,000.
- SIGCSE Social Media position was discussed.
  - There are a number of SIGCSE sites on Facebook. This is confusing. The official site has the SIGCSE logo.
  - **ACTION:** Paul to approach someone about the Social Media position.
- Discussion of ways to develop a relationship with iSIGCSE, a new SIGCSE Chapter in India.
  - **ACTION:** Susan to put on a future Board agenda a discussion about collaboration with iSIGCSE after the Chapters Committee reviews SIGCSE chapters.
  - **ACTION:** Susan to discuss relationship with iSIGCSE with Barbara Owens who is visiting India in April.
- SIGCSE Chapters
  - **ACTION:** Judy and Amber to review SIGCSE Chapters and prepare a list of changes for the SIGCSE website.
    - Currently there are two Chapter pages that should be combined.
    - The term 'International Chapters' should be used rather than 'Local Chapters'.
  - **ACTION:** Alison to send Paul the link to the Australasian SIGCSE Chapter website.
  - **ACTION:** John to contact the Turkey SIGCSE Chapter to find out if they are still active.
  - **ACTION:** Amber or Judy to contact the Spain SIGCSE Chapter to find out if they are still active.

*Mikey Goldweber joined the meeting*

- ITICSE site selection committee report (Mikey Goldweber and Alison Clear)
  - Locations for future ITICSE conferences were discussed.

- The current guideline for location of ITiCSE is that any year ITiCSE is not in Europe it should go back to Europe the following year.
- Site visits to Cyprus and Finland were approved.
- A proposal from Mumbai was put on hold.
- **ACTION:** Alison to contact the Cyprus and Finland proposers to arrange site visits.
- **ACTION:** Alison to contact the Mumbai proposers to inform them of the decision to consider their proposal at a later date.

*Mikey Goldweber left the meeting*

Lunch with CRA-W workshop and Chairs workshop participants

- The opening slides for the SIGCSE Symposium were reviewed.
- The plan for SIGCSE Business meeting was reviewed.
  - **ACTION:** Susan to mention the Volunteer form at the Business meeting and thank new volunteers.
- Sue reported on the ACM Education Council activities. Sue is the SIGCSE representative on the ACM Education Council.
  - Of particular note is the Cybersecurity Education Project, a project to develop undergraduate curricular guidelines for cyber security/cyber science programs. This project will be of interest to SIGCSE members as it matures. The Education Council is considering its role with the Cyber Education Project.
  - **ACTION:** Sue to write an article on her work on the cybersecurity education project for the SIGCSE Bulletin.
- Ideas for the next SIGCSE Bulletin were proposed and discussed.
  - Christine was thanked for her work as co-editor of the SIGCSE Bulletin.
  - Suggestions for the next co-editor of the Bulletin were put forward.
  - **ACTION:** Christine to follow-up suggestions for the next co-editor of the Bulletin, ask people to complete the Volunteer form and forward a recommendation to the Board.
  - Suggestions for articles for the next Bulletin were discussed.
  - Suggestions for the Member Spotlight were put forward.
  - **ACTION:** Christine and David to send a list of names of people who have been featured in the member spotlight column.
  - **ACTION:** Tiffany to write a piece for the Volunteers column.
  - **ACTION:** Judy to write a summary of the SIGCSE Business meeting.

*Adrienne Decker, Kurt Eiselt, Jodi Tims and Carl Alphonse joined the meeting*

- 2015 Symposium chairs, Adrienne Decker, Kurt Eiselt gave feedback on the 2015 Symposium:
  - Sponsorships higher than for the 2014 Symposium.
  - Workshop registrations considerably higher than for the 2014 Symposium.
  - First Timer's Lunch was sold out.
  - 77 Internationals registered.
  - Over 40 attending the International lunch.

*Adrienne Decker and Kurt Eiselt left the meeting*

- 2016 Symposium chairs, Jodi Tims and Carl Alphonse, gave an update on planning for the 2016 Symposium:
  - A site visit to Memphis was conducted August last year.
  - The committee is in place except for one position.
  - Search underway for keynotes.
  - Working through issues with transition to new Conference Management.
  - Transport to and from airport is being organised.

*Jodi Tims and Carl Alphonse left the meeting*

*Scott Grissom, Brian Dorn and Michael Caspersen joined the meeting*

- Scott Grissom gave an update on the future scheduling of SIGCSE Symposia.
  - 2016 Symposium will be held in Memphis.
  - 2017 Symposium will be held in Seattle.
  - Concerns were raised about the expense of hotels in Seattle, but the Chairs will encourage the use of the roommate database.
  - Ideas for 2018 were suggested and discussed.
  
- Brian Dorn presented a review of the history of ICER and gave an update on ICER 2015.
  - Brian presented a review of 10 years of ICER attendance, paper submission, program committee membership, paper authorship, acceptance rates, and historical impact in terms of downloads and citations of articles.
    - Attendance at ICER is cyclic – rotation around the world is important.
    - PC has grown and there has been turnover.
  - Changes for ICER 2015 to be held in Omaha:
    - CFP for ICER 2015 was advertised widely and much earlier than was done previously.
    - Explicit call for co-located workshops.
    - Added a poster track.
    - Page limit is 8 pages plus 2 pages for references.
    - ICER website has been revised.

- Reviewing criteria has been revised.
  - Keynote for ICER 2015 has been organised.
  - Future ICERs:
    - 2016 – Melbourne run by Judy Sheard, Annemieke Craig and Catherine Lang.
    - 2017 – Washington run by Josh Tenenberg and Donald Chinn.
  - **ACTION:** Susan to put as a future Board meeting agenda item the process of recommending ICER chairs.
  - **ACTION:** Brian and Judy to review the tasks of the three Program Chairs.
  - **ACTION:** Brian to prepare a proposal for a “lasting impact” paper award to be given to a paper published 10 years prior at the conference. This needs to be approved by the SGB.
- Michael Caspersen gave an update on SIGCSE 2017 (co-chairing with Steve Edwards)
  - Michael and Steve are in the early stages of forming their committee.
- Michael Caspersen reported on the activities of ACM Europe and Informatics Europe.
  - Michael is one of the SIGCSE rep for the ACM Europe/Informatics Europe.
  - Informatics Europe was formed about 10 years ago and membership is institutional.
  - Within this group there has been discussion about establishing a major prestigious CSEd conference in Europe.
  - Michael mentioned WiPSCE (Workshop in Primary and Secondary Computing Education) which has a different outreach from ITiCSE. WiPSCE is exclusively primary and secondary CSEd and a different participant profile than ITiCSE.
  - A suggestion to co-locate WiSCSE with ITiCSE.
  - Michael proposed that ITiCSE and WiPSCE complement each other very well.
  - **ACTION:** Susan to put the possible co-location of WIPSCSE on the agenda for discussion.
- **ACTION:** Susan to organise the next Board meeting, which will be a phone meeting in April/May.
- **ACTION:** Susan to organise a date and location for the October Board meeting.
- **ACTION:** Susan to add discussion of SIGCSE Symposium Review Process to the agenda of the next meeting

The meeting was concluded at 5.20pm Central Time.

End of minutes, March 4, 2015, SIGCSE Board Meeting.

Judy Sheard, Secretary