

MINUTES

SIGCSE Board Meeting (phone meeting)

May 30, 2017

7 - 8:30 pm Central time

Attending

- Michelle Craig, At Large
- Adrienne Decker, Treasurer
- Maureen Doyle, Bulletin Co-Editor
- Sue Fitzgerald, Secretary
- Brianna Morrison, At Large
- Leo Porter, Bulletin Co-Editor
- Susan Rodger, Immediate Past Chair
- Amber Settle, Chair
- Mark Weiss, At Large

Meeting was called to order at 7:01 PM CDT.

Activities since the last meeting

- In-cooperation status was approved for:
 - Koli Calling 2017
 - WCCCE '17
 - RESPECT '18
 - WIPSCE '17
- Preliminary Approval Form (PAF) for ICER 2018 was approved
- Tracy Camp, Tony Clear, Renee McCauley, and Paul Tymann agreed to serve as reviewers for the ACM Future of Computing Academy
- Mark Sherriff was approved as the new SIGCSE database administrator
- Jodi Tims was approved as a new Symposium exhibitor/supporter liaison to replace Tom Cortina and to serve with Dave Musicant
- Andrew Petersen and Robert McCarthy were approved as the 2018/2019 ICER site and program co-chairs (respectively)
- A new policy for the SIGCSE listserv was approved:
 - New SIGCSE members will be automatically added to the SIGCSE-announce list.
 - New SIGCSE members will be invited to join the SIGCSE-members list. They will be sent one reminder.
 - Regular notices (twice yearly) will be sent to the SIGCSE-announce list inviting members to join the SIGCSE-members list.
 - Members are able to opt out of either list at any time.
 - Members who lapse will be sent a warning and a reminder to re-join SIGCSE. There will be a two-month grace period then they will be removed from both lists.
 - Retired SIGCSE members who provide verifiable evidence of both retirement and SIGCSE membership for the previous 10 years can remain on the SIGCSE-members list.

- The Board discussed co-location of the RESPECT 2018 conference as a pre-Symposium event.
 - The Board approved co-location, subject to the agreement of the Symposium Chairs
 - Plans include a reception to take place on Wednesday night, hosted by RESPECT and open to Symposium attendees. The reception will end no later than 7 pm to avoid conflicts with Symposium workshops
 - Registration, paper submission and paper reviewing for the two conferences will be separate.
- SIGGRAPH will invite selected SIGCSE 2017 presenters to the July 2017 SIGGRAPH conference. Erik Brunvand will work with the 2019 Symposium organizers to pilot the reciprocal presentation of papers at the two flagship conferences.
- A proposal to establish tracks for the purposes of submissions and review for the 2018 Symposium was approved. These amendments were made:
 - One track will allow position papers
 - Reviewers may volunteer to review for more than one track but will be assigned to review for one track only.
- Names of four volunteers were sent to Alison Clear as possible SIGCSE members for an ACM curricular review committee
- Historical information was located
 - The founding years of the various SIGs can be found at http://historywiki.acm.org/sigs/Main_Page
 - SIGCSE was created at the 1968 23rd ACM National Conference held in Las Vegas from August 27-29. Bob Aiken's guess is that the papers were signed on August 28th.
- The SIGCSE web pages were revised to include a list of volunteer positions that require Board approval, updated SIGCSE Award guidelines and updates to advanced membership grades.

Minutes

- Minutes of the March 8 Board meeting were approved.
- Minutes of the March 10 Business meeting were approved.

Conferences

- Technical Symposium
 - The Board discussed a proposal for the 2021 location
 - A. Settle, A. Decker and B. Morrison will work with the ACM to ensure that the needs for the Technical Symposium are accurately documented
 - No site has been selected yet for 2020
 - A. Decker and A. Settle will ask the ACM to look at New England when it is time for another East Coast Symposium
 - 2018 Symposium
 - The Technical Meeting Request Form (TMRF) has been completed and will be submitted to the ACM
 - Nifty Assignments
 - Will become a regular session
 - People must submit their projects for review
 - Nifty Assignments will not be a plenary
 - M. Doyle will ask the 2018 program chairs to write an article about tracks and changes to reviewing for the Bulletin

- 2017 Symposium feedback
 - Information on the location and dates for all upcoming conferences should be better publicized. From now on, the SIGCSE home page will include this information as soon as contracts have been signed.
 - J. Sheard will coach Lifetime Service Award winners to focus on engaging people who are new to the community during their talks
 - A. Decker will simplify the budget presentation at future business meetings
 - A. Settle will work with supporter liaisons to create a type of supporter category that allows support of more than one SIGCSE conference
- Symposium site visit committee
 - ACTION ITEM (Judy) A new Symposium site selection committee rotation plan has been approved. J. Sheard will post the policy (with the following amendment) on the sigcse.org site.
 - This amendment to the policy was approved.
“One suggestion is to consider a three-year term for Chair and assistant Chair. There are a lot of details to be aware of. A 2-year apprentice might alleviate that concern though.”
 - A. Settle and A. Decker will come up with an implementation timeline for the new committee and implement the new committee rotation by Sept/Oct 2017
- S. Rodger, A. Settle and A. Decker are working on Symposium event planning bids
 - Goals:
 - Preliminary RFP document produced in June
 - Send out for bids: July
 - Discussion of bids: August and September
 - Decision about a company: October/November meeting
 - Current event planners need to plan for 2018
 - 2019 people must attend 2018 conference must do exhibits guide and sign up for following year
- ICER 2017
 - Registration for ICER 2017 is open
 - One hotel block available, a second to open soon
 - The new reviewing process was discussed
 - M. Doyle will work with the ICER Chairs to produce an ICER preview article in the July Bulletin
- ITiCSE
 - Cary Laxer reports that as of the early deadline for ITiCSE 2017 there were 201 registrations. The TMRF budgeted for 180, and there is currently €15,000 more in registration income than budgeted.
 - The Board discussed the ITiCSE site selection committee
 - A. Settle and J. Sheard will meet with the current ITiCSE Site Selection team to devise a proposal to be considered by the Board
 - Term limits and a rotation plan for the committee will be discussed at a future Board meeting

Doctoral Consortium

- The Board unanimously approved an increased limit of 20 Doctoral Consortium participants and 5 discussants.

Logo re-design

- A designer has been located and sample logos will be available by July 1
- The ACM marketing department must have a look at it before it is officially approved.
- The new logo will be rolled out for the 2018 50th SIG birthday (January 2018)

SIGCSE chapters

- ACM receives one report each year from each chapter
- B. Morrison will forward reports to Board and will reach out to chapters periodically including reminders to submit annual reports
- M. Doyle will work with B. Morrison to develop a Bulletin feature article on one SIGCSE chapter for the October issue. Additional chapters may be featured in the future. B. Morrison will reach out to chapters about being featured

Institutional Membership Category

- The Board does not find it economically feasible to give institutional discounts. No action will be taken at this time to introduce institutional discounts

SIGCSE Document Repository

- A centralized, permanent repository for documents was proposed.
- A. Decker will figure out where such a repository would be housed
- A curator will be important. A. Decker and B. Morrison see this as the responsibility of the Board's conference liaisons
- J. Sheard, B. Morrison and A. Decker will pilot this project for all three conferences in the coming year

ACM Education Council Report

- M. Weiss will send a copy of the SIGCSE report to the ACM Education Council to the Board for review

Awards Committee Update

- Purpose: To encourage ACM Distinguished Educator nominations
 - S. Rodger, M. Weiss and M. Craig will encourage nominations
- SIGCSE award nominations
 - M. Weiss will send reminder to M. Doyle to add an announcement in the next Bulletin including deadlines for Senior Member and Distinguished member applications
- A. Decker will send information about Travel Grants due dates to M. Doyle for publication in the Bulletin

April 6, 2017 SGB Meeting Report (A. Settle)

- There were 213 complete Future of Computing Academy applications; their first meeting will be June 2017
- One possible service we could offer to SIGCSE students (and other?) members is mentoring
- There is no cost for any ACM conference to use iThenticate - <http://www.ithenticate.com/>
 - Contact Scott Delman (scott.delman@hq.acm.org) or Deborah Cotton about using it
- ACM now has support for its templates in Overleaf: <https://www.overleaf.com/>

- ACM now has a relationship with Kudos, a service for authors to promote their work using social media: <https://www.growkudos.com/about/>
- The SIG viability review has been streamlined
- There is interest in trying to find sustainable options to conference travel

Student Members Losing Access to Safari Books

- A. Settle will solicit Board feedback via email