

**Meeting Date: Monday, March 16, 2020**  
**Meeting Time: 7:00-9:00pm (EDT)**

**Attendees:**

Adrienne Decker, Chair  
Dan Garcia, Vice Chair  
Andrew Luxton-Reilly, Treasurer  
Leo Porter, Secretary  
Mary Anne Egan, Member At-Large  
Laurie Murphy, Member At-Large  
Manuel Perez-Quinones, Member At-Large  
Amber Settle, Immediate Past Chair

## **Agenda**

### **Confidential Notes (Link here)**

### **Activity since the last meeting**

- By order of the governor of the state of Oregon late in the evening local time 11 March 2020, meetings in Oregon were limited to no more than 250 persons and the symposium was cancelled in the early morning hours (local time) of 12 March 2020.

### **SIGCSE-Members Listserv Archives**

- There has been a request to make our listserv archives public in light of the amount of assistance and ideas that have been generated with regard to the online/virtual classrooms.
- Listserv archives are not public; access to the list and archives is a benefit of membership to our organization.
- If someone wishes to place the content of a SIGCSE-members message in a public place, they need approval from the author.

### **Symposium Business (Liaison: Manuel)**

#### **Action/Discussion Items**

- Status of contracts and bills
  - Still working to determine costs from hotels and conference center.
  - Brief update provided based on current numbers.

- Ideas for bringing community together around 2020 content
  - Will work with the symposium organizing committee to determine alternative ways to present the content from the symposium online (videos, etc.)
  - Current target for online version of SIGCSE: End of April or early May 2020
    - Content may be password protected with password to be sent to all registered attendees (irrespective if they cancelled their registration)
    - Brief discussion on granting access to those who did not register with details to be determined later
  - There was a discussion on whether to have a 2020 track at the 2021 symposium
  - Too early to talk details of the symposium 2021
- Financials
  - Everyone who requested a refund prior to our deadline of end of day Pacific Time March 10, 2020 will receive their refund less \$100. These are still being processed.
  - Discussion on how to handle refunds for those who attended. Although details need to be clarified, the plan is to allow attendees options to refund less the \$100 processing fee, offer the registration as a donation, etc.
  - Exhibitors/Sponsors
    - The Symposium Management team as well as symposium organizing team will work with sponsors to ensure they receive value for their sponsorship. Updates forthcoming.

## ITiCSE Business (Liaison: Amber)

### Action/Discussion Items

- Current status for the 2020 conference
  - Financial discussion about those expenses that have already been incurred expecting the conference to run in person.
  - Papers are already accepted; other submissions are currently under review. We will publish proceedings.
  - ITiCSE 2020 will likely run online with plans forthcoming.
  - The ITiCSE DC is being encouraged to run online as well.
  - Working groups
    - Working groups are forming right now, with work set to begin in very early April
    - Intend to hold working groups in some form based on suggestions by Kate Sanders.
    - Working group attendees will be among the groups paying for remote attendance of the conference.
- Other aspects
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- Remote attendance fees need to be determined. Conferences scheduled to be held in the 2020 calendar year must cover all expenses from cancelled sites, other committed expenses, and publications.

## ICER Business (Liaison: Leo)

### Action/Discussion Items

- ICER Program Chairs have asked if we should cancel the in-person conference and start working now on what the virtual conference would look like. They are willing to explore creative solutions for how to run an online ICER 2020.
  - Board agrees that the conference should move online
  - We look forward to discussions with the conference organizers about the plan for the online conference
  - Similar concerns financially as ITiCSE - will work to determine existing liabilities to determine remote registration fees
- With the ongoing turmoil for our community (moving to online teaching, etc.), we encourage the organizers to consider extending submission deadlines