

**Meeting Date:** Tuesday, February 3, 2021  
**Meeting Time:** 7pm-9pm EST (GMT -5)

**Location/Call in Information:**

Meeting URL:

<https://buffalo.zoom.us/j/92059996886?pwd=eIZqTUVVY0d4amcycEo4VzRMaVVodz09>

Phone one-tap: US: +16465588656,,92059996886# or +13017158592,,92059996886#

Meeting ID: 920 5999 6886

Passcode: 761376

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 346 248 7799 or +1 669  
900 9128 or +1 253 215 8782

Meeting ID: 920 5999 6886

## **Agenda**

### **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  
Karen Davis, Bulletin Co-Editor

### **Approval of Minutes**

- Motion to approve the minutes for December 15, 2020 passed

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

- Awarded bid for meeting planning and exhibits to dLPlan for Technical Symposia 2022-2024.
- Thanks to Henry and Theresa Walker for another generous donation to the SIGCSE Travel Grant Fund.

## All Conference Business

### Action/Discussion Items

- Coordination of Remote Conference Tools discussion to be held on Thursday Feb 11th
  - The board discussed the best way to structure the discussion so all the different conference organizers are able to share what they've learned from their research on the topic and also hear what has been learned by the other conferences.
- The board has been discussing using volumes to help separate published research papers from abstracts for other events at our conferences.
  - Motion passed to have a specific volume (preferably volume 1) of proceedings for all SIGCSE conferences dedicated to full papers and another volume (perhaps volume 2) for everything else passed with the understanding that ITiCSE may need another mechanism to denote their working group papers.
- Standard Description of conferences
  - Reviewing the digital library, the naming of proceedings of conferences has been inconsistent in the past. We agreed to standardize the format as below and to discuss with each set of conference organizers.
    - <acronym> <year>: Proceedings of the nth <conference>
      - Where <year> is a 4 digit number
  - Similarly, we would like to standardize paragraphs for each of the conferences that appears in the digital library. Each conference liaison will bring this to their corresponding conference/steering committee for action.

## Symposium Business (Liaison: Manuel)

### Informational Items

- Update on the status of the conference.

### Action Items

- Chair approvals:
  - Application for Program Co-Chair for 2022-23: Brian Dorn
    - Motion to approve Brian Dorn is approved
- TS 2022 PC requests:
  - The board discussed a plan from the TS 2022 PC to consider the naming of "Workshops" and "Tutorials" based on affiliated events using the term "workshop". The board agreed that the community knows the standard workshops as "workshops" so affiliated events will need to avoid the terminology of "workshop"

## ICER Business (Liaison: Leo)

### Informational Items

- Updates on the status of ICER from the Steering Committee

### Action/Discussion Items

- The Steering Committee shared with us a proposed plan for Reviewer Recognition from the ICER Organizing Committee.
  - The board agrees that our role on this is appropriately FYI so that we can identify possible issues or overlaps with other efforts, however the steering committee should have authority for approval.
  - The board had an extensive discussion about possible concerns with reviewer recognition, particularly in the light of similar discussions by other conferences and the ICER Liaison (Leo) will pass these along to the Steering Committee.
- The board had feedback on the Awards Committee Policy proposed by the Steering Committee. The Steering Committee has elected to rename the award given to an impactful previously published paper to the “Lasting Impact ICER Paper Award”. The Awards Committee Proposal is now fully approved.

## ITiCSE Business (Liaison: Amber)

### Informational Items

- Updates on the status of ITiCSE from the Steering Committee

## Additional Committees/Outside Collaborations Business

- Listserv Moderators
  - Motion to create a third information director position passed. The new position will be a 3-year term, renewable once. The initial term for the newest position will be set to not have more than one information director leave their term in a given year.
  - Motion to accept David Zabnar and Joshua Adams for the two open InfoDir Position passed

## Upcoming Meetings

- Feb 10 - discussion of virtual conferences
- Feb 22 - other board business

- Mar 23 - Business Meeting take 1
- Mar 24 - Business Meeting take 2
- (Proposed) Mar 30 for business and to meet with volunteers
- (Proposed) April 20 for business and to catch any remaining volunteers