Minutes of the SIGCSE Board Phone Meeting
16 August 2016
7:00 - 8:30 pm Central Time

Attending:
- Michelle Craig, At Large
- Adrienne Decker, Treasurer
- Maureen Doyle - SIGCSE Bulletin co-editor
- Sue Fitzgerald, Secretary
- Brianna Morrison, At Large
- Leo Porter - SIGCSE Bulletin co-editor
- Susan Rodger, Immediate Past Chair
- Amber Settle, Chair
- Judy Sheard, Vice-Chair
- Mark Weiss, At Large

Approvals/activity since July 1, 2016
- In-cooperation status for ACE 2017 approved
- Mary Lou Maher (UNC Charlotte) approved as the organizer of the Chairs Roundtable
  - Board suggests asking someone from teaching institution to help co-organize
- Preliminary Authorization Form (PAF) for ICER 2017 approved

Committees/positions assignments
- Awards committee
  - Judy Sheard (chair of committee), Mark Weiss, Susan Rodger
  - ACTION ITEM: All board members to encourage people to nominate people but do not suggest specific nominees due to potential conflict of interest
  - Cannot nominate people on the board or who have been on the board within the last two years
  - Announcements
    - One was sent to the list last week
    - ACTION ITEM: Judy will send another announcement in a couple of weeks
    - Announcement was included in the last Bulletin Spotlight
- Grants (Sue Fitzgerald, Judy Sheard, Adrienne Decker)
  - Includes travel grants and speakers fund - Adrienne (chair)
  - Special projects - Sue (chair)
  - Review committee
    - Replace one volunteer this year and replace one next year in keeping with 3-year rotation practice
    - ACTION ITEM: One member of the committee needs to be able to produce forms for applications (Sue to look into it)
    - ACTION ITEM: Committee members to recruit replacement reviewer from outside the board
  - Volunteer Coordinator: Monitor the volunteer form submissions and report new people as needed (Brianna Morrison)
- See the bottom of the Get Involved page for the link: 
  http://sigcse.org/sigcse/membership/get-involved
- ACM Student Research Competition Liaison, advertise it (Michelle Craig)
- Chapter Development Committee - we are expecting new applications soon (Judy Sheard, Brianna Morrison)
  - Chapters are required to submit an annual report
- SIGCSE Board mailing list owner -- approve messages to the list (Sue Fitzgerald)
- ACM Ed Council
  - SIGCSE representative to ACM Education Council (Mark Weiss with Michelle Craig as backup representative)
  - ACM Ed Council would like each group to present 1-3 educational activities they have been involved with during the past year or plan to be involved with in the coming year, as well as 1-2 issues they would like to discuss with the Education Council for feedback
  - Possible issues to present at the August 2016 meeting
    - There is a growing international Interest in CS Education
      - SIGCSE continues to consider the creation of a global conference in addition to ITiCSE
      - SIGCSE is working on increasing the number of international chapters
    - Growth of CS Education Research PhD and faculty positions
      - Growth in doctoral consortium
      - Growth of ICER
    - Joint European Conference
- ACTION ITEM: Everyone: Review the SIGCSE Roles, Committees & Responsibilities document prior to the October 22nd meeting so that we can complete all remaining assignments

Update on conferences
- Statistics for recent conferences

<table>
<thead>
<tr>
<th>Symposium</th>
<th>Submissions</th>
<th>Acceptance rate</th>
<th>Attendance</th>
<th>Surplus/deficit</th>
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<tbody>
<tr>
<td><strong>Symposium</strong></td>
<td><strong>Submissions</strong></td>
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<td><strong>Attendance</strong></td>
<td><strong>Surplus/deficit</strong></td>
</tr>
<tr>
<td>2014</td>
<td>274 / 108</td>
<td>39%</td>
<td>1282</td>
<td>$68,518.00</td>
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<tr>
<td>2015</td>
<td>289 / 105</td>
<td>36%</td>
<td>1285</td>
<td>$97,021.89</td>
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<tr>
<td>2016</td>
<td>297 / 105</td>
<td>35%</td>
<td>1253</td>
<td>TBD</td>
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<tr>
<td><strong>ITiCSE</strong></td>
<td></td>
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<tr>
<td>2014</td>
<td>164 / 36</td>
<td>22%</td>
<td>176</td>
<td>$6,066.77</td>
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<tr>
<td>2015</td>
<td>124 / 54</td>
<td>43%</td>
<td>179</td>
<td>$3,534.00</td>
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<tr>
<td>2016</td>
<td>147 / 56</td>
<td>38%</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td><strong>ICER</strong></td>
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<tr>
<td>2014</td>
<td>69 / 17</td>
<td>25%</td>
<td>79</td>
<td>$1,184.72</td>
</tr>
<tr>
<td>2015</td>
<td>96 / 25</td>
<td>26%</td>
<td>119</td>
<td>$3,739.00</td>
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<tr>
<td>2016</td>
<td>102 / 26</td>
<td>25%</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
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- ITiCSE
Norway -- site visit approved
  - Calculate feasibility for "normal" attendance of around 180
Aberdeen site visit was already approved
Cyprus approved for ITiCSE 2018
  - ACTION ITEM: Judy to work with Cyprus to provide program chairs with guidance/continuity
Proposals brought forward from Mikey Goldwebber
  - Create a web site guru position for ITiCSE for continuity - approved by Board
  - Create a sponsorship coordinator
    - Problematic in that the conference is in a different country every year; there must be a local coordinator
    - Could the symposium person help with this?
    - ACTION ITEM: Amber to get more information on this role, compensation, moving from country to country vs. local organizers, etc.
Symposium - Update on 2017 logistics and reviewing process
  - Adrienne and Amber approving Symposium TMRF
  - Changes in review process should be posted
  - Site visit committee
    - Time for volunteer rotation? Paul Tymann has asked if we want him to continue on the committee. His understanding that his position was for someone from the Board.
    - ACTION ITEM: Amber to contact site review committee
Board liaisons to conferences
  - Judy Sheard to replace Alison Clear as the board liaison to ITiCSE
  - Brianna Morrison to be ICER liaison
  - Adrienne to be the Symposium liaison
Mailing list questions
  - ACTION ITEM: Should a separate list be created for job announcements? Amber to ask Sam if people are complaining
  - Can folks be on the mailing list without being SIGCSE members? Must be a member to be on lists with possible exception of retirees
  - What is our stance on retirees on the list?
    - SIGCSE lifetime membership? Might present an answer to the retirees question
    - Leave retirees with a minimum of XXX years of membership on the list?
    - ACTION ITEM: Adrienne to look into this
    - We do have a $100 registration discount at symposium for retirees (about 7 per year)
SIGCSE Bulletin publication timing: Maureen
  - Now hosted at ACM site
  - Getting Bulletin out the first of the month hard to do
  - Request is for consistency rather than the first of the month