

CCSC Board Meeting

Oregon Convention Center
Room F 151 (First Level)
Portland, Oregon
Wednesday, March 20, 2025
7:00 pm – 11:00 pm (Pacific Time)

Zoom Meeting Session

<https://csuchico.zoom.us/j/82586483895?pwd=anQyZFJlYklnZm93MDhBOXA4cFlqUT09>

Meeting ID: 825 8648 3895 Passcode: 937170

Agenda

1 Approval of Agenda

Motion to approve by Cathy Bareiss, Tina Johnson seconded. Motion passed.

2 Welcome

I wish to offer a warm welcome to the members of the CCSC Board of Directors who are meeting for the CCSC Spring 2024 Board Meeting.

Thanks to Kevin Treu for all the years of service. This is his last CCSC board meeting.

3 Past Meetings

3.1 Approval of the minutes of the fall 2023 Board Meeting

Approved by email vote.

4 Future Board & Business Meetings

4.1 Fall 2024 Board Meeting

The Fall 2024 Board Meeting will be held at the 2024 Rocky Mountain Regional Conference. Board meeting Thursday October 17, conference Oct 18 and 19, 2024 at Northern Arizona University at Flagstaff Arizona.

4.2 2024 Business Meeting

Each year we approve next year's CCSC Annual Business meeting to be co-located with the annual SIGCSE Technical Symposium.

Action Item: Approve the recommendation to co-locate the Spring 2025 CCSC Annual Business Meeting with the 2025 SIGCSE Technical Symposium, **Friday, February 28 in Pittsburgh, Pennsylvania.**

Motion moved by Michael Shindler, and seconded by Cathy Bareiss. Motion carried.

5. Elections & Appointments

5.1 Nominating Committee Report (Bryan Dixon)

Made a call for nominations, so far have gotten nominations for the following positions:

- Publication Chair - 1
- Vice President/President Elect - 2
- Southeastern Representative - 2 (one of these also nominated themselves for VP)
- South Central Representative - 1
- Northwestern Representative - 2 (one of these is the Publication Chair nomination)

We had two individuals self nominate for multiple positions, I'm not sure how best to proceed. Was considering asking them to step back from one nomination.

5.2 Spring Elections

We have been using VotingPlace.net to hold elections. Bryan Dixon, CCSC Vice President, will conduct elections. The suggested dates are May 1, 2024 through May 31, 2024.

Action Item: Approve spring 2024 elections to be held May 1 through May 31, 2024 using VotingPlace.net.

Motion to approve Michael Shindler, seconded by Tina Johnson. Motion carried.

6 Reports

- Board members are requested to report verbally only on additions to their written report.
- New action items arising from reports will be deferred to New Business.
- Please read other reports ahead of time and do not read your own report to us during the meeting.

6.1 Report of the President (Scott Sigman)

This is my last report to the Board of Directors as President before my term expires on August 1. I think it is fitting for me to express my thanks to the members of the Board for their support since my appointment in November of 2022. At that time CCSC was facing the cancellation of the 2022 Southeastern Conference in the face of controversy over the past-president's alleged participation

in the Charlottesville march, and the resignation of both the President and the Vice-President of the board in the face of the controversy. We have since addressed the issue by creating and passing a DEI statement that embodies the traditional CCSC values of welcoming the participation of all regardless of race, ethnicity, religion, or gender preference. The Southeastern Region held a successful conference in the fall of 2023, and CCSC has maintained a stable membership. We are in as strong a position today as we were before November 2022-a job well done.

The period between the fall 2023 board meeting and the spring 2024 board meeting has been a busy. There are a couple of issues that need to be shared with the board before I address a broader range of issues facing CCSC. First, through an oversight in completing paperwork, the state of Indiana revoked the listing of CCSC as an incorporated entity. Ed caught this oversight and was able to renew CCSC's listing as an incorporated entity in Indiana; a necessary step for CCSC to maintain its classification as 501 C.3 nonprofit and to board members from liability arising from their actions as part of the board. The documents pertaining to our incorporation are now stored in the CCSC Google Drive and Ed has scheduled the renewal period on his calendar. The second issue that arose pertained to access to our accounts with Bank of America and Wells Fargo. Both banks required the signature cards for our accounts be updated to reflect Ed's election as Treasurer. Ed, Brian, and Judy were able to update the cards to include Ed, with a letter from Cathy certifying his election in the case of Bank of America. Wells Fargo, however, refused to allow him to open CD accounts as the Board authorized him to do last fall. They based their refusal to do so upon an alleged lack of clarity on whether the treasurer has the authority to open accounts under our Bylaws. The latter issue will be discussed by the board when we undertake new business. Both issues point to the problem of our dependence on institutional knowledge for our daily operation.

There are several larger issues that CCSC faces. These fall into three categories: communication, regional integrity, and the changes taking place in higher education. Communication is an issue that we have discussed during the last three board meetings without much resolution. There are two main facets of communication that we need to resolve. The first facet is the set of issues that revolve around our web site-slowness, modern design, and technology. My recommendation is to outsource the redevelopment of the site. We have surplus budget from Covid that could be spent on this project. The second facet is providing opt-in communication channels for our members within regions and across regions. Developing such channels would not only benefit members but would also provide a way of allowing National Partners access to members who are willing to participate. Some initial work has been done creating Google Groups for the regions. Other ideas include creating a social media presence for conferences/regions, allowing hybrid presentations at conferences, and the utilization of a mobile app at conferences (and possibly beyond). We have previously discussed many of these ideas. It is time to revisit those discussions. Part of our continued viability as an organization requires that our members be able to communicate with the national organization and among themselves easily.

The primary issue of regional integrity currently involves the status of the MidSouth Region, though it is in fact a larger issue. We continue to list MidSouth as one of our 10 regions, which disregards the fact that the only officer of the region is the representative who was elected two years ago. Likewise, the region has not held a conference in several years and no CCSC members claim the region as their home region. It is unclear what the board's options are regarding MidSouth. The Bylaws do not contain a clause specifying that a region can be dissolved. The current issue is

MidSouth, but this issue could clearly arise with another region in the future. My recommendation regarding MidSouth is twofold. First the Bylaws need to be amended to provide for the dissolution of a region. Second, the board should seek a volunteer to organize and chair a Spring 2025 MidSouth Conference, recruit a host site and seek volunteers for a conference committee, and solicit conference participation from among the schools in the region. Furthermore, participation by CCSC members from other regions should be sought. Such support is instrumental to revitalizing the region.

Finally, there are large changes taking place in higher education that impact the teaching of the computing sciences. A few of the changes that we have seen are trends toward higher teaching loads, the shifting of administrative duties to faculty duties, less funding for scholarship and for travel to academic conferences. Likewise, requirements for tenure are changing in many institutions with the emphasis shifting toward teaching and institutional service and away from scholarship. These coupled with the realities of rapid technology change and the changing academic culture in our classrooms compel CCSC to adapt to continue to effectively serve members.

The changes I am speaking of are a reaffirmation of our existing goals rather than a departure from those goals. I offer two examples of CCSC goals that drew me to CCSC conferences as a young CS faculty member struggling to create and teach a computer science curriculum in the late 1980s to illustrate my argument. Affordable access to high quality conferences was an original goal of CCSC, though in the 1980s and 90s that meant physical access. Nothing has changed other than affordable access now means quality access online. Supporting our colleagues as they develop curricula and deliver instruction was also one of our early goals. Technological developments and the realities of the classroom have always driven curricula and pedagogical changes. Given the pace of changes in technology and in the classroom we are facing today, finding ways to support our members as they deal with new technologies such as AI and adapt to different classroom realities remains as vital as it was two or three decades ago.

As I opened, let me finish by commending you on your good work. Your dedication, your commitment, your integrity, your insights, and your creativeness all bode well for the future of CCSC.

Respectively submitted,

Scott Sigman

6.2 Report of the Vice President (Bryan Dixon)

Nothing really to report outside of what's mentioned in other areas; however, one item I looked into per discussions from our previous meeting was updating our web hosting. This included trying to get a survey of folks who might be able to do the web design. Some options I looked at:

- Google Sites - Might already be included with our current Google Workspace, may be able to define a site for every region as a subdomain (sw.ccsc.org or southwest.ccsc.org as examples).

- GitHub Pages - Would require making a static site on GitHub but would be free and can be linked to domain names.
- Wordpress.com - \$300/year/site does provide domain registration
- Ghost - \$2800/year - provides newsletter features no domain hosting would only be one site... so would have to do potentially different pages (ccsc.org/southwest) vs subdomains.

6.3 Report of the Publications Chair (Baochuan Lu)

Conference	Acceptance Rate	Journal Status
South Central		In progress / edited by Crystal Peng
Southwestern	55%	done
Central Plains	56%	done / edited by Crystal Peng
Northeastern	48%	in progress

Our informal survey of regional representatives shows a consensus that getting the journal issue ready before each conference is nice-to-have but not critical. Therefore, we will not push for it, which should take some pressure off the editors.

<https://www.ccsc.org/publications/drafts/CP2024.pdf>

<https://www.ccsc.org/publications/journals/SW2024.pdf>

6.4 Treasurer's Report (Ed Lindoo)

Spring 2024 CCSC Board Meeting

Treasurer's Report

March 20th, 2023

CCSC
External Income and Expenses
 August - December, 2023

	CCSC	EA	MW	NE	NW	RM	SC	SE	Not Specified	Total
Income										
45000 Investments										0.00
45030 Interest-Savings, Short-term CD	483.61								260.80	744.41
Total 45000 Investments	\$ 483.61	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 260.80	\$ 744.41
46400 Other Types of Income										0.00
46430 Miscellaneous Revenue									405.99	405.99
Total 46400 Other Types of Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 405.99	\$ 405.99
47200 Program Income										0.00
47230 Direct Membership Dues			445.00							445.00
Total 47200 Program Income	\$ 0.00	\$ 0.00	\$ 445.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 445.00
PayPal Sales	1,775.00	18,195.00	6,340.00	0.00	4,100.00	2,645.00		6,869.00		39,924.00
Uncategorized Income									-1.41	-1.41
Total Income	\$ 2,258.61	\$ 18,195.00	\$ 6,785.00	\$ 0.00	\$ 4,100.00	\$ 2,645.00	\$ 0.00	\$ 6,869.00	\$ 665.38	\$ 41,517.99
Gross Profit	\$ 2,258.61	\$ 18,195.00	\$ 6,785.00	\$ 0.00	\$ 4,100.00	\$ 2,645.00	\$ 0.00	\$ 6,869.00	\$ 665.38	\$ 41,517.99
Expenses										
60900 Business Expenses										0.00
60950 Reimbursed Conference expense										0.00
60951 catering		11,834.30	2,220.00		4,269.41	1,314.19	720.14	5,624.00		25,982.04
60962 facility & equip rentals				295.00						295.00
60965 Speaker & Entertainment					350.00					350.00
60967 awards		1,075.00			350.00			184.70		1,609.70
60972 publicity materials & distribution		2,383.02								2,383.02
60975 conf travel & committee exp					310.07					310.07
60978 Other conference expense			28.39							28.39
Total 60950 Reimbursed Conference expense	\$ 0.00	\$ 15,292.32	\$ 2,248.39	\$ 295.00	\$ 5,279.48	\$ 1,314.19	\$ 720.14	\$ 5,808.70	\$ 0.00	\$ 30,958.22
Total 60900 Business Expenses	\$ 0.00	\$ 15,292.32	\$ 2,248.39	\$ 295.00	\$ 5,279.48	\$ 1,314.19	\$ 720.14	\$ 5,808.70	\$ 0.00	\$ 30,958.22
62100 Contract Services										0.00
62150 Outside Contract Services	1,124.95								1,000.00	2,124.95
Total 62100 Contract Services	\$ 1,124.95	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 2,124.95
65000 Operations										0.00
65050 Telephone, Telecommunications	1.70								194.67	196.37
Total 65000 Operations	\$ 1.70	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 194.67	\$ 196.37
65100 Other Types of Expenses										0.00
65120 insurance - Liability, D and O	582.00									582.00
Flat rate CCSC membership fee										0.00
CCSC Headcount charge										0.00
65160 Other Costs	10.00									10.00
65180 PayPal Fees	711.46								196.67	908.13
Total 65100 Other Types of Expenses	\$ 1,303.46	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 196.67	\$ 1,500.13
68300 Travel and Meetings										0.00
68310 Conferences, Convention, Meeting	2,900.00			1,938.59						4,838.59
68320 Travel	11,659.83									11,659.83
Total 68300 Travel and Meetings	14,559.83	0.00	0.00	1,938.59	0.00	0.00	0.00	0.00	0.00	16,498.42
Total Expenses	16,989.94	15,292.32	2,248.39	2,233.59	5,279.48	1,314.19	720.14	5,808.70	1,391.34	51,278.09
Net Operating Income	(14,731.33)	2,902.68	4,536.61	(2,233.59)	(1,179.48)	1,330.81	(720.14)	1,060.30	(725.96)	(5,760.10)

As you can see, for our fall report we are \$9,760.10 in the red. We had one conference that came in over budget and a few others that while positive, didn't meet expectations. We also had higher than expected travel expenses to the Northwest conference in October and have prepaid SIGCSE expenses of \$2,900.

1. On a positive note, we shifted a good amount of our cash reserves from saving accounts to CD @5% interest rate and are now on target to generate about \$8,000 this year.

Here is our financial status as the end of fiscal year 22-23

Assets & Liabilities		
As of Dec 31, 2023		
ASSETS:		
	Bank of America Checking	\$16,161.57
	Bank of America CD	\$50,409.28
	Wells Fargo Checking	\$7,533.15
	Wells Fargo Savings	\$414.36
	Wells Fargo CD	\$120,482.24
	PayPal	\$6,236.36
	Total Assets:	\$201,236.96
LIABILITIES:		
	Chase Credit Card	\$3,101.70
	Total Liabilities:	\$3,101.70
	NET BALANCE:	\$198,135.26

- **Our year-end tax report was filed at the end of October (Due December 1).**
- **Reinstated our non-profit status with the state of Indiana.**
- **UPE numbers were reported to our sponsor.**

We need to discuss the income and expense report in more detail and also discuss how and when budgets are done and due.

Request for an honorarium of \$500 for an administrative assistant in SE for many years of service to a CCSC regional conference. The honorarium was not included in the original budget. Since this item was not originally budgeted for, then the board needs to vote on it.

Motion by Cathy Bareiss, seconded by Tina Johnson. The motion is for a one-time \$500 honorarium for an administrative assistant in CCSC-SE for their many years of service. Motion carries.

6.5 Membership Secretary’s Report (Cathy Bareiss)

CCSC Spring 2024 Membership Report

First the numbers:

CCSC Membership Secretary Report
Spring 2024

	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
<u>CP</u>	<u>51</u>	<u>42</u>	<u>60</u>	<u>24</u>	cancelled	<u>46</u>	<u>50</u>	<u>49</u>	
EA	62	86	73	71	63	71	76	75	79
<u>MS</u>	<u>34</u>	<u>29</u>	<u>32</u>	<u>31</u>	<u>19</u>	cancelled	cancelled	cancelled	NA
NW	50	48	58	71	39	54	32	39	33
<u>NE</u>	<u>97</u>	<u>113</u>	<u>100</u>	<u>82</u>	<u>37</u>	<u>60</u>	<u>82</u>	<u>86</u>	
MW	36	29	35	44	39	27	52	39	48
RM	25	21	34	44	25	18	18	18	22
<u>SC</u>	<u>31</u>	<u>36</u>	<u>38</u>	<u>34</u>	<u>16</u>	<u>23</u>	<u>22</u>	<u>22</u>	
SE	54	62	46	42	43	60	32	cancelled	52
<u>SW</u>	<u>21</u>	<u>19</u>	<u>31</u>	<u>24</u>	<u>21</u>	<u>10</u>	<u>13</u>	<u>20</u>	
MEM	15	10	20	11	12	2	7	14	
totals	476	495	527	478	314	371	384	362	234

underlined rows indicate "spring" conferences

Membership Trends

02/22 11/22 03/23 04/23 10/23 03/23

Members 426 597 528 638 575 579
g before next 73 68 65 119 94
oard meeting

Voting numbers:

Voting	22/23
CP	66
EA	113
MS	0
MW	71
NE	120
NW	39
RM	28
SC	39
SE	70
SW	33
Total	579

Numbers seem reasonably steady. Spring conferences will hopefully have many of the “expiring” not expire.

2. We are now solidly in the 2 year membership category for trends.
3. Virtual coolers did not happen in the spring. I should be able to start them back up this summer.
4. I would still like to do a national virtual workshop this summer. This could be a new agenda item: Should it be a national vendor? We could also ask those that presented a workshop at the regions if they wanted to present nationally. We could also ask those presenting workshops at SIGCSE if they are interested.
5. Google repository/etc.
 - a. Groups: We now have two google groups set up for national business. I highly recommend regions either establish google groups for their region or something similar. One for announcements and one for members to communicate with each other
 - b. Drive
 - i. National: Let’s work to making it the repository for our data as much as possible. Budgets, proceedings, etc. If someone is using something else (such as GitHub), make sure that it is owned by the ccsc email account and provide a document with a link to the shared drive. If nothing else, if something bad happens to someone, this will allow board members to access things.
 - ii. Regional: Please consider creating the accounts for your region and using the drive for your repository
 - c. Documents: New agenda item: We have talked about creating document(s) about what are the duties for each job on the board. We have a folder called “structure”. Can we start to create those documents?

Cathy Bareiss moved that the national and regional membership be increased to \$45. The cost covers two years. Karina Assiter seconded the motion. Motion carries. Note: The increase begins for National memberships in the Spring of 2024. For all others it begins starting with fall conferences in 2024.

6.6 Regional Reports

6.6.1 Central Plains Regional Report (Judy Mullins)

**CCSC: Central Plains Regional Report
March 20, 2024**

Central Plains Conference 2024

The 30th annual conference will be held April 5-6 at Graceland University in Lamoni, IA. Kevin Brunner is the conference chair.

- Our opening keynote speaker will be Monica Gill, CEO and Founder of CSEdResearch.org. Her talk will be "*Navigating the Technological Tide: How Leveraging Past Perspectives Can Help You Create Sound Software for Everyone.*" The banquet keynote will be given by Kevin Juhnke, Enterprise Architect. His talk is titled "*Perspectives on Technology's impact on Financial Services and the Future Workforce.*"
- Carter Zenke (Harvard University) and Charlie Liu (Yale University) will present a pre-conference workshop titled "*Distributing, Collecting, and Autograding Assignments with GitHub Classroom.*"
- Proposals for 16 papers, 3 workshops and 3 nifty-assignment were received. We accepted 9 papers for an acceptance rate of 56%. All workshops and nifty assignments were accepted.
- In addition to papers, workshops, lightning talks and nifty-assignments, the conference will feature student papers, a student poster contest, a programming contest and a student hackathon.

The complete program and other conference information may be found at <http://www.ccsc.org/centralplains/>.

Regional Board members and Conference Steering Committee members are:

Board Representative Judy Mullins

Editor Joseph Kendall-Morwick

Registrar Ron McCleary

Treasurer Ajay Bandi

Webmaster Deepika Jagmohan

Secretary Diana Linville

Mahmoud Yousef, Perla Weaver, Scott Sigman, Kevin Brunner, Wen Hsin, Joan Gladbach, Mohammad Rawashdeh, Bill Siever, Shane Adams, Belinda Copus, Chris Branton, Brian Hare, Charles Riedesel, Suzanne Smith, Trisch Price

Regional Steering Committee Elections

The election for Regional Editor and Regional Treasurer will be held at the Central Plains Business Meeting on April 6th.

Central Plains Conference 2025

Our 2025 conference will be hosted by Drake University, Des Moines, IA, April 4-5, 2025. Eric Manley will serve as the conference chair.

Future Conferences

We don't yet have a host for the 2026 conference.

Respectfully submitted,

Judy Mullins, Central Plains Representative

6.6.2 Eastern Regional Report (Michael Flinn)

Eastern Region

Spring 2024 Report to CCSC

Submitted by Michael B. Flinn, Frostburg State University

Introduction

This report was written and submitted following our 39th Annual Regional Conference, held on October 20-21, 2023, at Bay Atlantic University, Washington D.C. The conference, chaired by Pipop Nuangpookka from Bay Atlantic University, was an outstanding and enriching event. We welcome Dr. Nuangpookka to the CCSC Eastern Steering Committee.

Details

The conference stood out for its academic rigor and diversity. Of the 48 papers submitted, 14 were accepted, an acceptance rate of 29.17%. A highlight was a tutorial on Co-Teaching Cybersecurity Courses with Generative AI, among other captivating workshops, panels, and tutorials. The program also featured undergraduate and graduate student paper presentations, 25 posters (11 faculty, 14 students), 13 Tutorial/Workshop/Nifty Ideas, and 27 teams in the competitive programming contest.

In a last-minute keynote speaker cancellation, we had an invited panel on GenAI and other higher education topics. We had an exceptional keynote and banquet speaker, and the involvement of multiple vendors further enhanced the event.

Participants

The conference attracted over 75 participants; 2 K12 faculty, 1 retired faculty, and 29 students participated in the full conference. In addition, we hosted more than 27 programming teams (81 students) from various colleges.

Awards

Programming Contest Results

The CCSC Eastern 2023 Collegiate Programming Contest is always a highlight of the conference. The results were as follows:

First Place: Team Mount Up from Mount St. Mary's University, comprising Graham Preston, Ethan Knarr, and John Hohl.

Second Place: Team MuhleNerds from Muhlenberg College, consisting of Jui-Teng (Roy) Hsu, Aidan Weingrad, and Nicolino (Nico) Berlingeri.

Third Place: Team GriffinTech from Chestnut Hill College, including Peter Calandra, Chris Velasco, and Arne Bouckaert.

Best Faculty Papers

Best Pedagogy Paper: "N-Dolphin: A Visualizer for Abstract Substitution-Based Execution" - Alex Lee Richard and David G. Wonnacott, Haverford College.

Best Research Paper: "OneRuleToFindThem: Efficient Automated Generation of Password Cracking Rules" - Joshua Eckroth, Lannie Hough, and Hala ElAarag, Stetson University.

Honorable Mention: "Analyzing the Impact of Summer Orientation Programs for Women in Computing" - Mary Villani, Ilknur Aydin, and Lisa Cullington, Farmingdale State College and National University.

Best Faculty Poster

"Deep Learning and Machine Learning in Deepfake Generation and Detection" - Sanda Delancy and Lily Liang, University of District of Columbia.

Best Student Paper

"Malware Detection with Hybrid Datasets in Machine Learning Experiments" - Bipun Thapa and Tarie Lee, Marymount University.

Best Student Poster

"Validating the Simulation of a Neutron Spectrometer" - Sean Adamski, Thomas Jefferson University.

Future Conferences

The 40th Annual Conference, chaired by Dr. Melissa Stange, will be held at [Laurel Ridge Community College](#), Middletown, VA, on October 18-19, 2024. We have several institutions in the queue to host future conferences. The strong response to hosting future events ensures a dynamic continuation of our conference series.

Closing Remarks

Participants interested in joining the 2024 conference committee were encouraged to attend the post-conference meeting. We aim to maintain a strong list of host colleges and universities for future events.

For more information, please visit our regional links:

[Eastern Website](#)

[Past Conferences](#)

This report was respectfully submitted by Dr. Michael B. Flinn, Eastern Regional Representative, on this warm, sunny, and dull day (it is late winter after all), March 12, 2024.

6.6.3 Midsouth Regional Report (David Naugler)

6.6.4 Midwest Regional Report (David Largent)

Midwest Region Spring 2024 Report to the CCSC Board of Directors

March 9, 2024

Fall 2023 Conference Summary

We held our 30th annual conference at the University of Indianapolis, in Indianapolis, Indiana, October 20-21, 2023. The conference program included a keynote and dinner speaker, 7 refereed papers, 2 panels, 1 workshop, 3 tutorials, 5 nifty assignments, 8 works in progress, a two-year institution Birds of a Feather session, and undergraduate student activities. The submitted papers were of high quality with an acceptance rate of 64%.

Our total attendance was 113 participants, which was comprised of 56 faculty and 57 students, most of whom participated in our programming contest. We had 84 participants onsite (51 faculty + 33 students) and 29 virtual participants (5 faculty + 24 students).

We held two undergraduate student activities: a student showcase (research and application), and a programming contest. The results of each follow.

- Student Showcase
 - 4 entries from 3 institutions
 - Ties for both 1st and 2nd place
 - 1st place
 - Kenyon College: Irina Beshentseva & Michelle Polak
 - Wabash College: Drake Hayes
 - 2nd place
 - Ball State University: Pandora Roberts & Victoria Moon (presenters); additional contributors: Jeffery Harmon, Brooke Wright, Jadi Miller, Rachel Berg, Robin Walma, Tyler Newlin, Lyle Dotson, Kira Kasdorf, Karim Mahfouz, Max Stephens, & Noah Williams

- Wabash College: Luka DiFilippo
- Programming Contest
 - 15 teams from 7 institutions: 11 regular teams and 4 novice teams
 - Novice winners
 - 1st place: University of Wisconsin-Stout
 - 2nd place: Bethel University
 - 3rd place: Bradley University
 - Regular winners
 - 1st place: University of Wisconsin-Stout
 - 2nd place: Bradley University
 - 3rd place: University of Indianapolis

Fall 2024 Conference Preview

Our fall 2024 conference will be held September 20-21, 2024 at Grand Valley State University, in Grand Rapids, Michigan. A spring planning/onsite meeting will be held in late May or early June. The conference committee is comprised of the following individuals:

Position	Name	Institution
Conference Chair	Jeff Lehman	Huntington University
Vice Conference Chair	Zaid Althaha	University of Wisconsin-Parkside
Site Chair	Zachary Kurmas	Grand Valley State University
Papers	Imad Al Saeed	Saint Xavier University
Nifty Tools & Assignments	Ahmed Elmagrous	University of Wisconsin-Stout
WIP	Ahmed Elmagrous	University of Wisconsin-Stout
Panels, Tutorials, & Workshops	Cathy Bareiss	Bethel University
Authors/Editor	Saleh Alnaeli (2024)	University of Wisconsin-Stout
Past Conference Chair	David Largent	Ball State University
Programming Contest	Paul Talaga	University of Indianapolis
Programming Contest (Assistant)	Md Haque	Butler University
Programming Contest (Assistant)	Nathan Sommer	Xavier University
Publicity	David Largent	Ball State University
Registrar	Lucy La Hurreau (2025)	Ivy Tech Community College
Registrar (Assistant)	Deborah Hwang	University of Evansville
Speakers (Keynote & Dinner)	Stefan Brandle	Taylor University
Speakers (Assistant)	William Turner	Wabash University
Student Showcase	David Largent	Ball State University
Student Showcase (Assistant)	Andy Harris	Ball State University
Treasurer	Dominic Wilson (2026)	University of Findlay
Two-year College Liaison	Kris Roberts	Ivy Tech Community College
Vendors	Takako Soma	Illinois College
Webmaster	Michael Rogers (2025)	University of Wisconsin Oshkosh
Webmaster (Assistant)	William Turner	Wabash College
Regional Representative	David Largent (2026)	Ball State University

CCSC At-Large Board Member	Kris Roberts (2024)	Ivy Tech Community College
CCSC At-Large Board Member	Karl Schmitt (2026)	Trinity Christian College

Regional Steer Committee Activity

During the coming months, I have tasked our Steering Committee with two tasks:

- Selection of host institutions for 2025 and beyond**

When I issued a call to our regional membership for potential host sites for 2024 and beyond, I received 14 expressions of interest! To my knowledge, we’ve never had such an extensive list of options from which to choose. We will be evaluating these offers and establishing a geographic rotation of sites in our region for the next few years.
- Re-establishment of current regional bylaws**

I came to realize during the last year that I did not have a copy of our regional bylaws, nor could I find a copy on our regional or national website, nor anywhere else for that matter. I asked long-term Steering Committee members (past and present) and have acquired a copy from quite a few years ago. The provider indicated that changes were made to the bylaws after the copy they provided, but they don’t have any record of such changes. We will be working to update our regional bylaws to match our current operations and policy.

Respectively submitted,

David L. Largent, Midwest Regional Representative

6.6.5 Northeastern Regional Report (Mark Bailey)

Conference Details

We have just about finalized the program from the 28th Annual CCSC Northeastern Conference to be held April 12-13 at the College of Saint Rose in Albany, NY. Saint Rose announced in the fall that it will be closing at the end of the spring semester. The conference chairs, Ian MacDonald (Saint Rose) and Jim Teresco (Siena College) assure us that everything is in place and staff will be available to run a successful conference. I’m confident that it will because MacDonald is a Dean at Saint Rose and Teresco is the Northeast Region board Chair and worked at Saint Rose for a number of years, so they are in positions to know the capabilities of Saint Rose and know the right people there to get things done. Saint Rose also has experience hosting this conference previously.

The conference program is strong this year. We have 13 papers (27 submitted, 48% acceptance), 5 lightning talks (5 submitted, 100% acceptance), 8 faculty posters (9 submitted, 89% acceptance), 6 tutorials (7 submitted, 86% acceptance), and 5 workshops (5 submitted, 100% acceptance). The student poster session has 46 posters and 89 participants.

We have two new components of our conference this year. First, we have merged faculty posters and lightning talks such that, once accepted, faculty may choose to present either a poster or a lightning talk, or both. We hope this will boost participation in both. Second, we are piloting a faculty cohorts program. The idea is to have faculty with common interests (teaching an operating systems class, supervising undergraduate research, mentoring young faculty, etc.) meet at the conference and discuss the topic and develop collaborations that last beyond the conference and throughout the year. This effort is being spearheaded by Ali Erkan (Ithaca College) and Mike Gousie (Wheaton College).

We have two plenary speakers this year:

Friday: Stephen MacNeil, Temple University

Saturday: Shaghayegh Sahebi, SUNY Albany

The titles of their talks have not been finalized.

The program has been mostly finalized and can be accessed on the Northeastern Website: www.ccsne.org.

Future Hosts:

Spring 2025 – SUNY Brockport, Brockport, NY, host – Adita Kulkarni

Spring 2026 – Smith College, Northampton, MA, host – Jordan Crouser

Respectfully submitted,

Mark W. Bailey

Northeastern Representative

6.6.6 Northwestern Regional Report (Shereen Khoja)

2024 Conference

The [CCSC-NW 2024 Conference](#) planning is in motion. The conference will be held on October 11-12 at Willamette University in Salem, Oregon. The [call for papers](#) is out and we have a committee:

- **Conference Chair** - Lucas Cordova - lpcordova@willamette.edu - Willamette University
- **Site Chair** - Haiyan Cheng - hcheng@willamette.edu - Willamette University
- **Program Chair** - Bryan Fischer - fischerb@gonzaga.edu - Gonzaga University
- **Papers Chair** - Ben Tribelhorn - tribelhb@up.edu - University of Portland
- **Panels & Tutorials Chair** - John Stratton - strattja@whitman.edu - Whitman College
- **Speaker's Chair** -
- **Partners Chair** - Radana Dvorak - RDvorak@stmartin.edu - Saint Martin's University
- **Student Posters Chair** - Calvin Deutschbein - ckdeutschbein@willamette.edu - Willamette University

The main goal of the conference this year is to increase attendance at the conference, and engage more with local partners.

Challenges from last fall

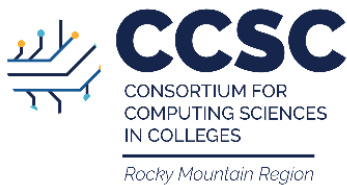
One of the challenges from last fall was finding and keeping a webmaster. I am happy to announce that Lucas Cordova from Willamette University has taken on this role.

Challenges

I have put my name forward for the position of VP for CCSC. The NW Regional Representative position is also open for my nominations. I have reached out to members of the region, and Ben Tribehorn is interested in being the regional representative. He would be fantastic in this position as he has served on the Northwest Regional board for about five years. He has also attended every conference in that time. The only issue is that Ben is on sabbatical next year, and would like to postpone taking on regional rep until Fall 2025 if possible. I would like to discuss this with the board if no one else puts their name forward for NW regional rep.

Respectfully submitted,
Shereen Khoja, Northwest Regional Representative

6.6.7 Rocky Mountain Regional Report (Mohamed Lotfy)



CCSC Rocky Mountain Region Report Mohamed Lotfy, PhD

32nd CCSC Rocky Mountain Region Conference 2023

The thirty second annual Rocky Mountain Conference will be held face-to-face on October 20-21, 2023 at Metropolitan State University of Denver. Nine papers were accepted for presentation (out of 14 submitted papers), two posters, as well as five tutorials. Special thanks to Dr. Cara Tang the Chair of ACM2Y, a CCSC Gold partner, for attending and having a table for ACM2Y at the conference.

- Number of Attendees: 22 Faculty & authors
1 Students
1 Partners
Total: 24

- Papers: 14 Submitted
9 Accepted
5 Rejected
Acceptance rate: 64.29%

- Tutorials and Panels 5 Submitted
5 Accepted
0 Rejected

- Two posters were accepted.
- National partner ACM2Y attended the conference.

The following was the RM 2021 Conference Committee:

CCSC Rep (Regional chair): Mohamed Lotfy

Treasurer: Ed Lindoo

Editor(s): Pam Smallwood

Submission chair(s): Karina Assiter & Mohamed Lotfy

Webmaster: Dan McDonald

Publicity Chair: Jenny Nehring

Registrar: Ed Lindoo

Conference chair(s): Mohamed Lotfy

Site Chair(s): Thyago Motta and Jody Paul

Program Chair(s): Mohamed Lotfy

Student Programming/Cybersecurity Competition Chair: Kodey Crandall and Dave Loper

Student Posters Chair: Michael Leverington

33rd CCSC Rocky Mountain Region Conference 2024

The 33rd CCSC Rocky Mountain Region Conference will be held at Northern Arizona University, Flagstaff AZ. The dates are October 18-19, 2024.

The Regional board for the CCSC RM 2024 includes:

CCSC Board Rep (Region Rep): Mohamed Lotfy

Treasurer: Ed Lindoo

Editor: Pam Smallwood

Submissions Chair(s): Karina Assiter & Mohamed Lotfy

Webmaster: Dan McDonald

Publicity Chair: Jenny Nehring

Registrar: Ed Lindoo

Conference Chair: Thyago Mota & Mohamed Lotfy

Site Chair(s): Michael Leverington

Program Chair: Mohamed Lotfy

Student Posters Chair: Michael Leverington & Ranjidha Rajan

Student Programming Competition Chair: Kodey Crandall & Dave Loper

Key Deadlines:

Submission Due June 16, 2024

Notifications..... July 7, 2024

Final draft Due July 21, 2024

- The website for the conference is at <http://www.ccsc.org/rockymt/>.
- Dr. Jenny Nehring started promoting the CCSC RM 2024 conference to institutions in the region's states.

CCSC RM Region Notes

- Dr. Ranjidha Rajan joined the CCSC RM 2024 Regional board as the Student Posters Co-Chair.

Respectfully submitted,
 Mohamed Lotfy, PhD
 CCSC Rocky Mountain Region Representative.

6.6.8 South Central Regional Representative (Tina Johnson)

South Central Regional Report

Tina Johnson

2024 Conference

The 35th Annual CCSC South Central Conference will be hosted by Stephen F. Austin State University in Nacogdoches, TX on Friday, April 5, 2024. The program will be hybrid in-person and via Zoom. All presenters are required to attend in-person. The conference site/program chair is Anne Marie Eubanks. The program will include papers, posters, and one tutorial.

There were 14 submitted papers of which 9 were selected, an acceptance rate of 64%; 1 tutorial was submitted and accepted.

Papers:

FpTracker – A Labware for Teaching Browser Fingerprinting and Privacy Preservation,
 Lin Li, Na Li, Prairie View A&M University

Camp CryptoBot: A Model for Taking Risks and Promoting Self-Efficacy Efficacy in Pursuit of Cybersecurity Career Pathways, Pauline Mosley, Li-Chiou Chen, Lisa Elldrot, Doris Ullysse, Pace University

Developing Incident Response-focused Cybersecurity Undergraduate Curricula,
 Junghwan Rhee, Myung-Ah Park, Fei Zuo, Shuai Zhang, Gang Qian, Goutam Mylavarapu, Hong Sung, Thomas Turner, University of Central Oklahoma

A Case Study on Adopting Best Practices in Introductory Computer Science, Jeremy Becnel, Stephen F. Austin State University

Designing a Design-Oriented Course for CS Majors, Fahmida Hamid, New College of Florida

The Utility of Radix Representation and Surrogate Logarithms in the analysis of Algorithms and Data Structures, Michael Kart, St. Edward's University

Fostering Code Quality Practices Among Undergraduate Novice Programmers, Essa Imhmed, Edgar Ceh-Varela, Hashim Abu-Gellban, Scott Kilgore, Eastern New Mexico University, Portales, USA

A Mobile App Leveraging NLP Techniques for Sci-Fi Book Recommendations, Edgar Ceh-Varela, Essa Imhmed, Eastern New Mexico University, Portales, USA

Teaching Cross-Platform Mobile Development and Cultivating Self-Directing Learners – A Six-Week Summer Online Course Experience, Liqiang Zhang, Indiana University South Bend

Conference Steering Committee:

Conference Host and Chair: Anne Marie Eubanks, Stephen F. Austin State University
 Registrar: Anne Marie Eubanks, Stephen F. Austin State University

Treasurer: Vacant
Nifty Assignments/Panels Chair: Michael Kart, St. Edward's University
Posters Chair: Shyam Karrah, University of TX Dallas
Regional Editor / Papers Co-Chair: Bingyang Wei, Texas Christian University
Regional Editor / Paper Co-Chair: Mustafa Al-Lail, Texas A&M International University
Moderator Chair: Vipin Menon, McNeese State University
Tutorials/Workshops Chair: Jeffery Zheng, Stephen F. Austin State University
Publicity Chair: Eduardo Colmenares-Diaz, Midwestern State University Texas
National Board Representative: Tina Johnson, Midwestern State University Texas
Reviewer Co-Chair: Lasanthi Gamage, Webster University
Reviewer Co-Chair: Julie Smith, University of North Texas
Reviewer Co-Chair: Dulal Kar, TX A&M University Corpus Christi

2025 Conference

Details for the 36th Annual CCSC South Central Conference will be decided at the local CCSC:SC board meeting on Friday, Friday, April 5 and will be published in the fall minutes.

Respectfully submitted,
Tina Johnson, South Central Regional Representative

6.6.9 Southeastern Regional Representative (Kevin Treu)

CCSC:SOUTHEAST REGIONAL REPORT Spring 2024

Fall 2023 CCSC:Southeastern Conference

The 37th CCSC Southeastern Conference was hosted by Coastal Carolina University in Conway, SC on November 3-4, 2023. There were 79 registrants, 24 of whom were students, and 49 of whom were first time attendees (24 of these first-timers were students). This is an encouraging development as it puts us squarely back in the range of our successful 2019 conference (77 registrants), prior to the pandemic. At that time we were building back from a lean 2017-18 after great success in 2016 (94 registrants) and 2014 before that (98 registrants). It is our goal to return to that level of participation. A year ago the chances looked slim, but we are greatly encouraged by our successful 2023 conference. The program was robust, including 14 papers (up from 12 scheduled last year), 1 panel, a “nifty assignments” session, and a session of student presentations from our student research competition. It is the first time since 2019 that we have had a packed program of four sessions with three tracks each.

A total of 28 regular papers were submitted (a nice improvement from 20 last year, 14 the year before, and 24 in 2019, though drastically down from 39 in 2020) of which 14 were accepted, for an acceptance rate of 50%, compared to 60% in 2022, 50% in 2021, 54% in 2020, 62% in 2019, 55% in 2018, 60% in 2017, 52% in 2016, 57.1% in 2015, 54.5% in 2014, 46.8% in 2013 and 2012 and 60% in 2011. (The acceptance rate for tutorials/workshops/panels was 100% -- 5 of 5 submissions.) We are very happy with these numbers, and hope to continue to build on them.

Student participation was very high, with 19 teams consisting of 69 students representing 12 schools in the programming contest. 20 students authored or co-authored a total of 10 papers in the student paper contest (close to the peak of 12 that we had in 2019), representing 7 different institutions. Winners in the programming contest were Frances Marion University (1st), Bob Jones University (2nd), and Mercer University (3rd).

Fall 2024 CCSC:Southeastern Conference

Furman University in Greenville, SC will host the 2024 conference. This will be our sixth visit to CCU, and our first since 2017. The dates are November 1-2, 2024. I (Kevin Treu) am the site chair. Kala Kennemore will assist. The rest of the Conference Committee has not yet been determined. The conference web site is:

<http://www.ccsese.org/conference.php?year=38th>

The call for participation is available at the site. June 14 is the deadline for paper submissions. (September 20 is the deadline for abstracts for the Student Research Contest.) Student activities will again include a programming contest and student paper competition. Details of each are available on the web site. The keynote and banquet speakers have yet to be determined.

Future CCSC:Southeastern Conferences

The host site for 2025 will be Furman University, under my direction. This will be our seventh conference at Furman. ETSU will host in 2026 (having last hosted in 1996), and Mercer University will host in 2027 for the first time. Several institutions have expressed interest in possibly hosting in 2028 or beyond, including potential new hosts Florida Southern, High Point University, and the University of West Florida, and Lenoir-Rhyne, which last hosted in 2005. No 2028 host has been finalized, however. We will continue to aggressively recruit new hosts, in hopes of cultivating organizers who are willing to be repeat hosts every 5-6 years.

Other Regional Issues/Activities

Continued recovery from 2022 – A year ago our entire region was in crisis mode, after the conference was canceled for the first time in our history. With everyone pulling together we were fairly successful in producing a robust program and effectively advertising to attract both new and returning participants. We are eager to continue to build on this momentum, and to continue building trust among our participants.

Leadership Changes – Dr. Karen Works from FSU Panama City is now the chair of the Regional Board for CCSC:SE, and I pass the mantle to her with great confidence and gratitude. She is also standing for election as SE representative to the CCSC Board of Directors next year. Dr. Tania Roy from New College Florida is taking over Karen's role as regional treasurer. Over time the Regional Board is changing shape and becoming younger and more engaged. It has been my abiding goal to step away from an SE organization that is healthy and vital and there is every indication that goal will be accomplished.

National Partner Participation – We really have to do a better job of reaching out to our national partners with invitations to participate. Right now we passively wait for their representatives to contact us. Overall, our roster of vendors was once very robust, and has dwindled to a minimal component of our event.

Renewal of Pre-conference Workshop Tradition – Another formerly regular feature of our conference has been absent for years now. That is our pre-conference workshop for early attendees. We will take steps to include this on the schedule again for 2024.

Task Force Initiatives – The regional board is working on some initiatives that are expected to improve the conference and the operations of the region. Specifically:

- Developing and refining new procedures for branding and publicity
- Setting timelines for turnover of long-held Regional Board positions to revitalize the leadership of the region
- Review and assessment of bi-annual Regional Board meeting procedures to address problems of attendance, as well as innovation and creativity
- Consideration of other alternative forms of presentation and participation at the conference, such as the “nifty assignments” session
- Review and upgrading of our comprehensive conference hosting manual

Respectfully submitted,
Kevin Treu
Southeastern Regional Representative

6.6.10 Southwestern Regional Representative (Michael Shindler)

● **Southwest Regional Report**

Michael Shindler

Regional Officers:

- Regional Chair: Joshua Gross, CSU Monterey Bay
- Treasurer and Registrar: Michael Doherty, University of the Pacific
- Regional Representative: Michael Shindler, University of California, Irvine
- Webmaster: Megan Thomas, CSU Stanislaus

2024 Conference

Six papers were accepted (out of 11 papers submitted), lightning talks, partner talk from ACM2Y and ACM CCECC, poster session, and a panel discussion

Southwestern Conference 2024

- Location: CSU Monterey Bay
- Date: March 30, 2024
- **Conference Organizers (tentative):**

- **Conference Chair:** Joshua Gross, CSU Monterey Bay, jgross@csumb.edu
- **Papers Chair:** Megan Thomas, CSU Stanislaus
- **Posters Chair:** Todd Gibson, CSU Chico, tagibson@csuchico.edu
- **Speakers Co-Chair:** Bryan Dixon, bcdixon@csuchico.edu
- **Panels/Tutorials Chair:** Olivera Grujic, ogrujic@csustan.edu
- **Lightning Talk Chair:** Shirin Haji Amin Shirazi, shaji007@ucr.edu
- **Site Chair:** Joshua Gross, CSU Monterey Bay, jgross@csumb.edu
- **Partner’s Chair:** Michael Shindler, UC Irvine, mikes@uci.edu

2025 Conference

TBD at the 2024 conference. One person has volunteered as a backup.

Respectfully submitted,

Michael Shindler
Southwest Regional Representative

6.7 Other Reports

6.7.1 Service Recognition Committee Report (Kevin Treu)

6.7.2 Comptroller’s Report (George Dimitoglou)

To: Scott Sigman
Cc: CCSC Board
From: George Dimitoglou, CCSC Comptroller
Date: 2024-03-12
Subject: CCSC Comptroller Spring 2024 Report

The table below shows the status of budgets that have been sent, received, reviewed by the Comptroller and forwarded to the Treasurers as of 2024-03-12.

Regional Treasurers must submit proposed Conference Budgets to the Comptroller in sufficient time for CCSC Board approval one year in advance of the region’s conference [[CCSC By-Laws](#), Standing Rule(s) for Article VI: Par. 13].

Please let me know if any of the following need to be updated:

- a) Submitted budgets
- b) Pending budgets
- c) The list of regional Treasurers and Board Representatives (currently based on www.ccsc.org/regions/)

CCSC Comptroller Conference Budget approval status as of 2024-03-12

Region	Abbr	Treasurer	Board Rep	Term	Conference	Budget Submission	Comptroller Review
Central Plains	CP	Ajay Bandi	Judy Mullins	Spring	April 2024	2023-06-08	2023-06-09
Eastern Region	EA	Nathan Green	Michael Flinn	Fall	October 2024	2023-03-12	2023-03-12

Midsouth	MS	Martha N. Harrell	David Naugler	Spring	n/a	n/a	n/a
Midwest	MW	Mary Jo Geise	David Largent	Fall	September 2024	pending	-
Northeastern	NE	Adrian Ionescu	Mark Bailey	Spring	April 2024	pending	-
Northwestern	NW	Dan Ford	Shereen Khoja	Fall	October 2024	2023-03-19	pending
Rocky Mountain	RM	Ed Lindoo	Mohamed Lotfy	Fall	October 2024	2024-03-07	2024-03-07
South Central	SC	AnneMarie Eubanks	Tina Johnson	Spring	April 2024	2024-03-08	2024-03-08
Southeastern	SE	Karen Works	Kevin Treu	Fall	Nov 2024	2024-03-07	2024-03-07
Southwestern	SW	Michael Doherty	Michael Shindler	Spring	March 2024	2024-03-07	2024-03-07

Respectfully submitted,

George

6.7.3 Audit Committee Report (Geoge Dimitoglou)

Report of the Audit of CCSC Fiscal Year 2022-2023

March 20, 2024

1. List any active (i.e., holding funds) bank or other asset account (as reported by the Treasurer).

BOA Checking
BOA Savings
PayPal
Wells Fargo Savings
Wells Fargo Checking

2. Are you aware of any other active or inactive accounts (as reported by the Treasurer)?

None

3. Take each bank statement provided by the treasurer and match the July 31st amount with the amount stated on the treasurer's record on QBO.

BOA Checking:	\$11,003.09	QBO: \$11,003.09	* adjustment/reconciliation 09/16/23
BOA Savings:	\$54,254.31	QBO: \$54,254.31	
PayPal [as of 09/01/23]:	\$21,640.07	QBO: \$21,640.07	* adjustment/reconciliation 09/01/23
Wells Fargo Savings:	\$107,902.44	QBO: \$107,902.44	
Wells Fargo Checking:	\$13,252.95	QBO : \$13,252.95	* adjustment/reconciliation 08/01/23

Select a random month for the following two questions:

4. Match an expense transaction entered in the treasurer's record on QBO with what is shown in the matching bank statement.

We randomly select March 2023.

The QBO entry of 03/16/2023 for a transfer to \$5,000 is matched to the 03/16/2023 Wells Fargo Savings, \$5,000 transaction Ref. Number: Lb0Hyydb3.

5. Match a deposit transaction entered in the treasurer’s record on QBO with what is shown in the matching bank statement.

1. We selected to verify (source: QBO CCSC-2022-Income.xls):
PayPal 03/24/2023 ONLINE TRANSFER TO CONSORTIUM FOR COMPUTING SCIENCES BUSINESS CHECKING REF #1B0J34DRL2 ON 03/24/2 to Cash: Wells Fargo Savings for \$20,000.00
2. The transaction was confirmed (source: Wells Fargo statement):
3/24 Online Transfer From Consortium for Computing Sciences Business Market Rate Savings xxxxxxxxx4720 (Ref #1b0J34Drl2)

Select a random conference for the following two questions:

6. Pick a random conference disbursement for a region and verify the documentation supporting this reimbursement. Obtain match a request and/or bill statement, and match a sample of the expenses to disbursements (CCSC expenses) as they appear on CCSC bank statements.

We randomly select the SW Region.

We verified the following expenses for QBO SW (using Southwestern-2022-Expenses.xlsx) and cross-confirmed them with the PayPal statement:

- \$815.25 Banquet, 2023 Southwestern Conference (BJ'S Restaurant)
- \$628.83 Conference luncheon - 2023 Southwestern Conference (Aramark - UCI Catering)
- \$61.90 Dinner beverages - 2023 Southwestern Conference (Aramark - UCI Catering)

7. Determine whether deposits reported by, or through, in the case of locally deposited funds, the treasurer as being CCSC dues match the list of new memberships and membership renewals as reported by the Membership Secretary for the appropriate periods in a region.

The Membership report (2022YearAuditData.xlsx) for SW reports PayPal gross payments at \$3,585, while the actual PayPal Income (PayPal Income 2022-2023.xlsx) reports income from SW at \$3,700.

The net deposits (including the \$86.36 PayPal fees) total \$3,613.64.

Per the PayPal statements, the gross reported payments from the Membership report are lower than the actual income received by \$115 (\$3,700-\$3,585).

8. Verify (accessing: <https://www.ccsc.org/board/documents-public/>) that all the appropriate amounts have been reported on the tax forms. Compare tax forms posted on the CCSC website with (check on the TAX form the Total Revenue and Total Expense lines and compare with our Total Revenue and Total Expense from the CCSC Financial Report -- this information is available in the previous Fall Board Meeting minutes (<https://www.ccsc.org/board/documents-public/minutes/>))

Using the following:

- Tax forms beginning Aug 1, 2022, and ending July 31, 2023, which can be found here: <https://www.ccsc.org/board/documents-public/>
- Treasurer report dated July 31, 2024, which can be found in the minutes of the Fall Board Meeting dated October 12, 2023, available here: <https://www.ccsc.org/board/documents-public/>

Total Revenue:

Tax Forms dated July 31, 2023	- \$79,241 (using line 7 on the tax form)
CCSC Treasurer Report Dated 7/31/2023	- \$79,240.88

Total Expenses:

Tax Forms dated July 31, 202	- \$85,917 (using line 31 on the tax form)
CCSC Treasurer Report Dated 7/31/2023	- \$85,916.88

9. Verify that all appropriate forms have been filed when due (if the tax forms are available on the CCSC site, <https://www.ccsc.org/board/documents-public/>) five months after the end of the review period (July 31). Then, they are considered to have been filed on time.

The tax forms for the beginning of Aug 1, 2022, and ending July 31, 2023, have been filed on time.

10. Verify deposits of money paid by the national vendors.

In QBO: Zybooks \$2,000 on 06/17/2023, transaction confirmed in PayPal statement.
No other partner details were found.

11. Verify that the numbers of members reported by the regions as having registered to attend the conference are reported accurately in the membership report and that deposits of fees associated with these registrations are accounted for in the Treasurer's records.

The reported participation (source: CCSC Spring 2024 Membership Report) reports 362 participants for the following 2022-2023 Conferences: CP, EA, NW, NE, MW, RM, SC, SW (excluding MS, SE which were not held) for an expected income of $362 \times \$35 = \$12,670$. This membership/registration income type is not reported separately in the Treasurer's Report as a line item but is included in each conference registration's income.

12. Verify correspondence between numbers in the membership report and the Treasurer's records of deposits paid by (or on behalf of) new and renewing members who did not attend conferences.

The *nationalrenewal* tab in the Membership report (2022YearAuditData.xlsx) reports 13 members who have paid for new or membership renewal for an expected income of $13 \times \$35 = \455 . This membership/registration income type is not reported separately in the Treasurer's Report as a line item.

13. For each region, verify that disbursements of funds for conference expenses agree with attendee counts and are within the approved conference budget.

The disbursement of funds, as reflected in the region-specific Income and Expense QBO reports, generally agrees with attendee counts. As conference expenses include various other costs (e.g., promotional material, awards), it is impossible to identify a one-to-one correspondence between attendee counts and conference expenses. No unexpected expenses were identified. The disbursement of funds is within approved budgets with minor deviations from the proposed budgets.

14. Verify that the disbursement of funds for non-conference board expenses is in accordance with the approved budget for the fiscal year being audited and with any relevant guidelines established in the operating procedures, as reflected in the bylaws, standing rules, and minutes of the CCSC Board meetings. This information is available in the previous Fall Board Meeting minutes (<https://www.ccsc.org/board/documents-public/minutes/>) under the Treasurer's Report (under the "CCSC" category).

Using the Treasurer report from the Fall Board Meeting minutes dated October 12, 2023:

- The total for 2022-23 (using Travel & Meetings as done previously) was \$33,338.19, including the expense from the Fall 2023 meeting. We note this is a significant increase from 2021-2022, attributed to the elevated costs of the Toronto (Spring 2023 Board meeting).
- Total expenses are \$46,080.10.

Additional comments from the Comptroller.

This audit was performed as a pilot two weeks before the Board meeting with the support of the Audit Committee instead of the historical practice of conducting the audit during the Board meeting.

2024 Audit Committee
Submitted March 20, 2024
George Dimitoglou, Chair
Joan, Gladbach
Olivera Grujic
Ron McCleary

6.7.4 Finance Committee and CCSC Budget Report (Ed Lindoo)

6.7.5 National Partners Chair Report (Karina Assiter)

Current National Partners List

Good standing	Partner	Level	Income	Paid Date	Last Welcome (back) Sent	Last Renew Request/ Thank you Sent	Expires or Expired	Primary Contact			Alternate Contact			Notes
								Name	Email	Phone	Name	Email	Phone	
✓	Joint Gold membership between ACM CCECC & ACM2Y.	Gold	2,000	9/13/2023	9/18/2023	NA	6/30/2024	Marcus Geissler (ACM CCECC)	geisslm@CRC.losrios.edu	916-692-9155	Cara Tang ACM2Y	cara.tang@pcc.edu		Joint ACM2Y and ACM CCECC Gold
✓	Rephactor	Gold	2,000	6/17/2023	7/11/2023	3/21/2023	6/30/2024	Dr. Tom Way	drtomway@gmail.com	302-463-7462				
	Total Income		4,000											

The updated National Partners list in the **board/National Partners** folder should always have the current list of National partners (I've archived the previous national partners in another worksheet).

ACM2Y and ACM CCECC sharing a Gold Membership

We have a new CCSC National Partner at the Gold level. It's unprecedented, in that two ACM organizations are sharing a membership:

ACM2Y

- o An ACM group for those interested in computing education in two-year higher education programs, such as associate-degree programs.
- o They will be the official National Partner (their logo and link is on the website).
- o **Contact:** Cara Tang, Ph.D. cara.tang@pcc.edu

ACM CCECC (Committee for Computing Education in Community Colleges)

- o They will share a table with ACM2Y at conferences.
- o **Contact:** Geissler, Markus geisslm@CRC.losrios.edu

We have found a way for the two organizations to share a Gold membership so that it does not negatively impact the budgets of regional conferences. For example, for the **Gold National Partner level benefit of Vendor Conference Registration and Meals and Breaks**, between ACM2Y and ACM CCECC two people could attend per conference. Also, in terms of the *Conference Participation* benefit, options could be to together have one slot on the program, dividing the 45 minutes into two 20-minute sessions, or finding something that works out reasonably between you - maybe some conferences would be happy to have more sessions!

The feedback is that, overall, they have had good experiences at the conferences, and they **plan to renew**.

Historical context of why our list is much smaller

It seems relevant to include an email that I sent to the board in August:

“When I took over as National Partners Chair, the list I inherited was not updated with the most recent contacts. I have been reaching out about renewals and either getting no responses, or there is no longer interest. At the moment, the only partner who paid to renew this year is Rephactor. I have a few other potential new partners that I am pursuing who have not joined yet. I have been putting this off hoping we’d have more renewals, but at this point we need to:

- 1. Remove all but Rephactor from the website*
- 2. If vendors are attending regional conferences and think that they are National Partner’s (expect benefits), then tell them to contact me, or go to the ConfTool site ([CCSC Membership & National Partners join/renew](#)) to renew (I can then update our list). If vendors are attending who are not National Partners, encourage them to join our program!*
- 3. Those of you at the regional level probably do have the most up-to-date lists of vendors (they have been attending your conference). **I’d appreciate any contacts that you might have.***

GitHub, social media presence, Marketing chair

I spent a bit of time working with GitHub to encourage them to renew. Dyson was our contact, and he indicated they had had some bad experiences at conferences (though he could not give me specifics so we could not fully address them).

I enlisted Scott and Bryan to join me in a meeting with Dyson to discuss what they would need from us, since this seemed like a larger issue than what I as the National Partner chair could promise our partners. By the end of our conversation Dyson seemed inclined to renew on behalf of GitHub (we expected him to), but then he never did. I remember the last thing he mentioned during our meeting was that we did not have much of a social media presence (Facebook, Instagram, etc.,) which means we were lacking visibility as an organization (so not much traffic or exposure for them).

Scott, Bryan and I then met to discuss ways to improve the experiences for National Partners, and having larger conferences of course seemed to be one way (*that was one criticism some vendors had, that some conferences were very small*). **A concluding thought from our meeting was that if we had a Marketing chair, and therefore a social media presence, this might lead to increased visibility and larger conferences, which in turn might help us attract and retain National Partner’s.** We were not able to have this discussion at the Fall 2023 board meeting, so I am hoping to have it at this meeting.

Additional items to discuss in relation to **National Partners**:

- **National Partner attendance at conferences:**
 - Should conference committees reach out to see if **Gold and Platinum Partners** will present at their conferences (versus waiting to be contacted), to make sure the Partners are provided a session on the program (one of the benefits for the Gold and Platinum levels)? A Vendor table is not too difficult to arrange at the last minute, but adding a session to the program at the last minute is more challenging.
- **Vendor Registration:**
 - The joint-partnership members were told by a conference that only Marcus or Cara could be the ones to register. That should not be the case; companies often send different

representatives to conferences than the person signing up (paying for) membership, especially when, in our case, there are 10 different regional conferences, and there might be local representatives that they can send.

Respectfully submitted,

Karina Assiter, National Partners Chair

6.7.8 UPE Report (Ed Lindoo)

UPE have mailed a \$2,000 check. The funds support the student awards.

6.7.9 Report of the Webmaster (Deborah Hwang)

Recommend that we update the website.

We should add UPE to the website.

Bryan Dixon and Michael Flinn will bring a recommendation to the board by the Fall board meeting.

7 Old Business

7.1 Status of the Mid-South Regional Conference & Region

The inactivity of the Mid-South Region has been discussed by the board at our three previous meetings. By way of summary, the region has not offered a conference in several years. The region does not have elected officers except for the Regional Representative, who is inactive.

Action Item: Report from the committee, consisting of Cathy Bareiss (chair), Michael Flinn, Kevin Treu (or potential replacement), and Tina Johnson, appointed at the Spring 2023 Board Meeting.

Action Item: Charge the committee with determining, based upon our bylaws, what actions the board can take to address this issue.

Motion by Cathy Bareiss to make CCSC-MS inactive. Seconded by Michael Shindler. Motion withdrawn.

Michael Flinn will do some research into past hosts of Mid-South and reach out to them to try to reinvigorate the region.

7.2 CCSC Marketing

The following is a discussion of marketing CCSC taken directly from the agenda of CCSC Fall 2023 Board Meeting.

Karina, Bryan and I have talked with a representative from GitHub and NSF on issues related to the National Partners program. We discussed these conservations and the current lack of participation in the National Partner's program among ourselves. Several issues related to how we market (or more correctly do not market) ourselves came from these discussions. They are:

- Vendors are concerned by our lack of presence on social media. They want to be able to reach out to participants at our conferences through those links.
- Vendor travel to small conferences is time consuming and costly. Would they and our constituency be better served by allowing virtual presentations? While not forsaking the in-person format, would our constituency be better served by a hybrid conference format?
- CCSC needs to address marketing ourselves at both the national and the regional levels.
 - National Level
 - Marketing position on the Board
 - Promotional video
 - Regional Level
 - Regions need to consider new ways of marketing their conference within their region.
 - Regions need to establish and utilize a social media presence.
 - Regions need to allow virtual presentations for presenters and vendors.
 - Regions need to incorporate marketing into their organizational structure.
- The issue of marketing was addressed by the New Directions committee in their [final report](#).

As far as I know, the discussion has not been followed up in an email discussion.

Recommendation: The position of CCSC Director of Marketing be created. A committee of the board should be created to draw up the standing rules necessary to create the position. It is recommended the standing rules creating this position should be patterned after those creating the National Partners Chair position.

Webmaster could also be in charge of marketing.

Bryan Dixon offered to create a Facebook group. The group would need to be monitored and updated frequently.

Karina Assiter motioned to find someone who would be interested in serving as Marketing Chair by the Fall board meeting. Cathy Bareiss seconded the motion. Motion carries.

7.3 National Partners Items

- Attendance at conferences:

- Should conference committees reach out to see if Gold and Platinum Partners will present at their conferences (versus waiting to be contacted), to make sure the Partners are provided a session on the program (*one of the benefits for the Gold and Platinum levels*)? A Vendor table is not too difficult to arrange at the last minute, but adding a session to the program at the last minute is more challenging.
- Vendor Registration
 - The joint-partnership members were told by a conference that only Marcus or Cara could be the ones to register. That should not be the case; companies often send different representatives to conferences than the person signing up (paying for) membership, especially when, in our case, there are 10 different regional conferences, and there might be local representatives that they can send.
- Feedback on National Partner survey: <https://forms.gle/DBiXb6FQsDhV7b1B7>

Action Item: Discussion lead by Karina Assiter.

7.4 NSF Grant Renewal

During the Fall 2023 Board Meeting a committee, consisting of Michael Shindler (chair), Michael Flinn, Bryan Dixon, and Scott Sigman, was created to consider the creation of a grant program with NSF.

Action Item: Report of the committee.

Updates from Michael Shindler: things are looking optimistic. Goal is to get more CCSC members to submit CS education grant applications. Michael will be meeting with an NSF representative while here at SIGCSE. Cathy Bareiss will be joining the meeting. Goal is to have the grant application ready to submit by August.

Board will need to review and approve the grant proposal if CCSC is disbursing the funds.

Michael Shindler will give an outline of the grant application after SIGCSE.

7.5 New Board Member Orientation

During the Fall 2023 Board Meeting Michael Shindler and Dave Largent volunteered to explore the creation of an orientation document for new board members.

Action Item: Report on the creation of an orientation document.

Draft will be shared with the board by the Fall board meeting. Document will list expectations of reps as well as how to's (for example, how to get reimbursed).

8 New Business

8.1 Time for the Fall 2024 Board Meeting

Members of the Board of Directors have expressed an interest in adjusting the hours the board meets away from the traditional 7 pm to 11 pm (local time) for board meetings.

Action Item: Motion to set an alternative time for the Fall 2024 board meeting.

Cathy Bareiss made a motion to table the discussion until two months prior to the conference.
Judy Mullins seconded the motion. Motion carries.

8.2 Chair and New Member for the Susan Dean Service Recognition Committee

Kevin Treu has served as chair of the Susan Dean Service Committee for many years. His term on the committee expires at the end of the Annual Business Meeting this year. Likewise, his decision to not seek reelection to the Board means that I need to name both a new chair and a new committee member. Traditionally, membership of this committee has been composed of two board members and one CCSC member who is not serving on the Board.

Action Item: Ask for a volunteer from the Board to serve on the Susan Dean Service Recognition Committee.

Action Item: Announce a new committee chairman.

Mohamed Lotfy will serve as chair of the committee.

Michael Flinn volunteered to serve on the committee.

8.3 Change in Budget Process

The Finance Committee submits the following proposal for consideration.

Our current budget process is outdated and cumbersome. Having a fixed budget submission period for all conferences between April 1 and May 30 (after Memorial, most academics go into summer hiding) every year, is the most impactful change we can make to establish a systematic, predictable budget process. A fixed time for everyone will stop the erratic (or "forgetful" or ignoring of emails) submission of proposed budgets and will also force conferences to seriously plan in advance. Having 9 (or 10) budgets in by May 30 will allow the treasurer/finance committee to build a budget for the upcoming fiscal year.

Action Item: Discussion and vote on the motion.

We will proceed as per the previous discussion and follow the recommendations of the treasurer.

8.4 Budget Discussion Follow-up Procedure

Once budgets are approved there seems to be no follow-up. That is a conference may be approved to have \$3,000 in banquet expenses but end up spending \$8,000. We propose that the regional conference rep working closely with the site chair and conference treasurer give an update to the comptroller at least 10 days prior to the conference. Again, this is up for discussion.

Question: What guidelines do we establish for chairs and regional treasurers when a budget line item is over spent? Do we need to adopt this as a motion?

This was discussed in the previous treasurer and auditor reports.

8.5 Grants for new members to attend a CCSC Conference

This issue has been discussed several times at board meetings regarding spending some of our funds to support our regions and attracting new members.

Question: Do we move forward with this idea, or do we drop it? Brian and Ed have supplied an initial list of ideas if we move forward. We will need to form a committee to draw up policy which is fair to new members in all regions.

Brian Hare moves that we table this until the Fall 2024 board meeting, Michael Flinn seconds.
Motion passes

8.6 Review of Treasurer's Duties in the Bylaws.

When Ed went to move some of our funds that are in a savings account to a CD at Wells Fargo Bank, the bank refused to open the CD account because our Bylaws do not explicitly charge him with that duty. This may simply be a bank being a bank, but we need to look closely at the duties of the treasurer. It is probably prudent that the Board adopt an explicit policy on the opening of new accounts.

Question: Does the Board wish to undertake such a review? If so, how do we proceed?

No further action is required at this time

8.7 Discussion Questions from the Membership Secretary

Question: Do we want to do a summer national virtual workshop? If so, how should we recruit such a workshop?

Michael Flinn will reach out to IBM about potential workshop?
Cathy will coordinate with Michael Flinn

Question: Discussion of the use of the Google drives, accounts, and groups.

Setup CCSC role emails for regional roles, setup shared drive for regions.
Cathy and Bryan will coordinate guide/details this Summer

8.8 Expanding the reach of CCSC

Expanding the Membership
Method 1: Purchase "lists"

I am expecting this to cost around \$5,000. But to get pricing I would have to submit my name, email, etc. I am willing to do this if we want to pursue this option

Method 2: Promote at other computing-related conferences/events (similar to SIGCSE)

Options might include:

- A. Sponsor a "table" at the exhibit hall
- B. Sponsor a talk/submitting a paper
- C. Attending and bringing brochures, etc. Maybe getting access to the mailing list

One method would be to allow CCSC members to apply for funds to attend the event as a form of CCSC outreach

Possible levels

Level 1: Attend and learn more.

! allocate up to \$1,500 per person (up to two to a conference at this level)

! Submission required.

- " Event name, location, date, sponsoring body
- " Projected costs
- " Reasons why attendees might be interested in CCSC
- " Why those applying might be good ambassadors to that venue and for CCSC

! Required post event report (to release funds) After the event, a report is due back to CCSC about the feasibility of using this event in the future as an outreach opportunity.

- " number of attendees at the event,
- " typical types of attendees,
- " how familiar with CCSC folks were,
- " suggestions (and costs) for a level 2 proposal

Level 2: Have a formal presence (such as a table, panel session, etc.).

! Up to 4 people attending (depending on the size and the type of presence). \$1,500/person

! Submission requirements:

- " Event name, location, date, sponsoring body
- " Projected costs (CCSC would also covered additional costs for the organization)
- " Reasons why attendees might be interested in CCSC
- " Why those applying might be good ambassadors to that venue and for CCSC
- " type of presence and why

! priority given to proposals generated by a level 1

! Report required:

- " how many people were directly connected with by the formal presence (stopped by the booth, attended the panel, etc.) and how it was received
- " recommendation for continuing and/or building an ongoing relationship with the event
- " components of a level 1 report as appropriate

Tina moves to allow Cathy to send email to members about outreach proposals to other conferences with board approval and oversight. Michael Shindler seconded the motion. Motion carries.

9 Future

9.1 Usability and Maintenance of Board Documents

The Board needs to undertake a thorough examination of where we archive our important documents, the policies that govern their maintenance. As an example, we do not have a copy of the Bylaws beyond the one which the webmaster maintains on our web page. Admittedly, changes to our site are available via the Wayback Machine site. The wisdom in relying on an external site, which is not secure, for a backup of our defining document is questionable. Other examples include board

policies, like the travel reimbursement policy addressed at our last board meeting. Policies adopted by the board are available in the minutes archive, which is, again, housed on our website. The searchability of this archive is limited.

At a minimum, the board needs to examine the creation of a permanent archive for the Bylaws, the minutes, and policies, which are not standing rules, adopted by the board. The archive of the minutes and the policies need to be searchable.

9.2 Getting CCSC on more formalized lists of recognized conferences and journals (Ed Lindoo)

Determine if there are lists to which we can add CCSC to gain recognition and identification as not a predatory conference, making it a better venue for faculty who may otherwise avoid it.

Needs to discuss getting the impact factor determined as a potential start.

10 Announcements

11 Adjournment