August 4th, 2017 Agenda
CCSC: Central Plains Conference Planning Meeting
11:00 A.M, Colden Hall (Room 1700)
Northwest Missouri State University

Attendees: In Person: Scott Bell (Northwest), Diana Linville (Northwest), Ron McCleary (Avila), Michael Rogers (Northwest), Roger VonHolzen (Northwest), Charles Badami (Northwest), Michael Oudshoorn (Northwest), Doug Hawley (Northwest), Zhengrui Qin (Northwest), Ajay Bandi (Northwest), Brian Hare (UMKC), Mahmoud Yousef (UCM), Kendall Bingham (UMKC), Judy Mullins, Rex McKanry (St. Charles), Rick Barker (Washburn), Scott Sigman (Drury), Cheran Jaiswal (Truman), Denise Case (Northwest)
Online: Baochuan Lu (SBU)

1. Welcome and Introductions – Scott Bell
2. Fill out lunch order
3. Approval of minutes from March 31st and April 1st, 2017 meetings at University of Nebraska-Lincoln
   - **Ahmad made a motion to approve, Ajay seconded, minutes were approved**
4. Regional Steering Board Meeting – Judy Mullins
   - Other business
   - **Up to 6 national partners now**
   - **2019 at St. Charles Community College**
   - **Where will we hold 2020 conference**
        i. **Potentially co-locate some of the conferences**
       ii. **Truman State University will host in 2020**
      iii. **UMKC will host in 2021?**
       iv. **Drury in 2022?**
        v. **UCM**
5. Committee Assignments

Task	Assigned	Notes	Deadline
conference chair	Scott Bell	**sbell@nwmissouri.edu**	
conference co-chair	Rex McKanry	**rmckanry@stchas.edu**	
grad schools/(undergrad as well)Career Fair		**Recruiting representatives from schools and businesses. Report back space needs.**	
2-yr schools involvement	**Rex**	**Contact school representative for attendance. Ron can provide schools in KC. Carol might also have a list of schools in the 4-state region. Transfer agreement meeting.**	
k12	Tim DeClue/Diana Linville/**Belinda Copus**	Work with Brian Dorn - Omaha?, Nathan Bean at K-State, UMKC….regional CSTA meeting? Google/Cerner support? **Cerner may not support this going forward.**	
Site support	IT group	Need to use ConfTool; part of Ron's job as registrar; really need person to coordinate local facilities; support includes network access, computers, projectors, software, rooms, etc.	
	Scott Bell/**Doug Hawley**		
	Students		
Submission System	David Heise	Make sure to get the reviewer availability/interest email out in Sept!	

Birds of Feather	**Scott B**		
Works in Progress	**Kendall Bingham**	**Be very clear in describing**	
Lightning talks	**Kendall Bingham**		
nifty assignments	**Mahmoud Yousef**		
panel, tutorials, workshops	**Ron McCleary**		
papers	**Michael Oudshoorn/Ajay Bandi**		
Student posters	Rick Barker/ Ajay Bandi	Went very well last year. We would like to repeat by having a room available during one of the sessions where judges can talk to contestants without others present. We need about 5-6 Judges for the conference. **We should post the winning abstracts and posters on the website.**	
Student Papers	Ajay Bandi/**Jerry Qin**	**We can consider publishing accepted student papers on website.**	
programming contest	Charles Hoot/ Michael Rogers	**We need problems! Eclipse, C++, gcc, Java, Python, Kattis, IntelliJ, Netbeans. Publish in advance!**	
Publicity	Michael Rogers		
National board rep	Judy Mullins	**Up to 6 national partners now.**	
regional editor	Baochuan Lu		
regional registration	Ron McCleary	**Michael Rogers, Doug Hawley, Rex, Judy, Diana, Denise, Mahmoud**	
regional treasurer	Scott Sigman		
secretary	Diana Linville		
webmaster	Michael Rogers		
regional vendors	Michael Rogers		

6. Draft CFP
7. Date of conference: April 6-7, 2018
8. Keynote and Banquet Speakers: **Scott Bell, Scott Sigman, Rex McKanry, Denise Case will work on this**
   - **Kent Pickett from Mo West….(Judy will contact) - simulations at Leavenworth**
   - **Alisha C…..(Judy will contact) – NASA employee**
   - **George Keramaj – Michael O**
   - **UMKC Faculty - eye-Verify – Brian Hare**
   - **Industry Panel**
   - **Butterscotch Shenanigans – Seth and Sam Coster – Rex McKanry**
   - **Drury Faculty – Chris Branton - Virtual Reality – Scott SIgman**
9. Pre-Conference Workshops: Suggestions?
10. General Content
    - What needs to be changed from last year?
       i. **Industry Panel was very good**

        ii. **Need list of "emergency contacts" for tech support, etc.**
      iii. **No t-shirts**
      iv. **Locations?**
       v. **Reduction of travel for faculty**
      vi. **Physical Mailing? Or other ways outside of the SIGCSE listserv.**
     vii. **Focus on New Faculty**
    viii. **Brian H has a list of previous attendees**
     ix. **Colleges to target – list of universities that have been here that would be interested**
         1. **Park University**
         2. **Baker University**
         3. **Emporia State**
      x. **List of schools with Computer related degrees – Denise Case/Michael Rogers – Check with Carol on that list**

- Any new or updated ideas? K-12 on Friday?
      i. **Move K-12 to friday**

11. LUNCH
12. Vendor registration fee**: $50**
13. **Retired members need to be contacted….they are eligible for reduced fees**
14. Student Contests
    - Programming Contest: **$20 per student**
    - Corporate Sponsorships – **Kendall- Cerner is still going to support. Wants to see more advertising on flyers, at conference, etc to students. Cerner supports the contest, but is not the only sponsor.**
15. Programming contest
16. Deadlines

Date	Event / Deadline
9/1/2017	Call for Papers completed (mail by 9/6)
9/1/2017	Open Submissions System (latest date should be 10/1/2015
10/1/2017	Notice for Volunteer Reviewers sent out to past reviewers, authors from last year and any other sources (make sure we reset reviewer status so we know who has agreed to review this year).
11/1/2017	Early Registration Opens
11/18/2017	Reminder CFP to SIGCSE listserv, etc
11/30/2017	**Submission Deadline for papers, abstracts of panels, tutorials, workshops, and nifty assignments**
12/7/2017	Potential Extension Deadline (this timeline worked VERY well in 2017)
12/9/2017	Reviewers Assigned
12/16/2017	**Reviewer Reminder**
12/20/2017	Reviewer Deadline (there will be a few that don't review and we need to ask them again and still have AT LEAST 4 days to collect extra reviews)
1/2/2018	January planning meeting (all reviews should be completed and summarized)
1/6/2018	Acceptance notification sent
1/13/2018	Camera ready paper due

1/15/2018	Submit everything (papers, welcome, list of reviewers, etc.) to John Meinke
1/25/2018	Distribute Email Conference Program
2/1/2018	**Preliminary conference program sans times for SIGCSE and (Save the Date) from Rex**
2/29/2018	Works in Progress (something to consider for future conferences?)
2/29/2018	Early registration email reminder
3/9/2018	Registration Reminder
3/12/2018	Lightning talk (K12 Undergrad) submissions deadline
3/12/2018	End of Early Registration
3/12/2018	Programming contest team registration
3/12/2018	Poster contest registration
3/12/2018	Undergrad Student Papers
3/25/2018	Advance registration payments received
4/6/2018 – 4/7/2018	Conference

17. January Meeting
    - Date: 1/2/2018   Same place
18. Additional Items?
    - **We need someone to work with Baochuan Lu to learn how the publication process works as he will be moving to the National Position. Jerry Qin will work with Baochuan to learn the position.**
    - **Create a Google Drive shared folder with documents for conference. Create a gmail address for the regional chair, check with the national webmaster about already existing account. Brian Hare has a bit bucket account as well. – Scott B**
19. Tour of local facilities