**August 5, 2023 Board Meeting Minutes  
11:00 AM, Newcom Student Union CETL, Graceland University   
Attendance: Mahmoud Yousef, Scott Sigman, Joan Gladbach, Joseph Kendall-Morwick, Brian Hare, Charles Riedesel, Kevin Brunner, Deepika Jagmohan, Ron McCleary, Bill Siever, Wen Hsin**

1. Motion to Correct April 21, 2023 Minutes.
   1. **Kevin mentioned to correct. Second Joan. Motion Passes.**
2. Approval of Minutes from April 22, 2023 board meeting.
   1. **Motion to approve. Mehmoud second. Motion Passes.**
3. Reports from Officers
   1. Scott Sigman: Diversity, Equity, and Inclusion Statement to be added to By Laws.
   2. Board has subcommittee looking to proceed with redesign website technology. Michael Flynn leading subcommittee.
   3. Looking for new outreach initiatives. Can reach out to Brian, Judy, Scott with contacts/ ideas. Funding available.
      1. Rob Question about National Partners: How many are part of Microsoft, Oracle, etc.? Do we need a separate category?
         1. Karina looking into statistics, etc. Can reach out with ideas about allowing them a table.
4. Budget Review- Kevin Brunner
   1. Steering Committee Expenses moved to Student Awards  
      2025 Budget- **Needs submitted in the near future**
5. Pre-Conference Workshops
   1. Conference Publicity cannot be fulfilled by Michael- How to move forward
      1. Specifically mailing list, getting word out about the conference, etc.
      2. Nomination for 2023: Bill Seaver- Accepted; Will reach out to Michael to get ideas of messages, prompts, etc.
   2. Joan is willing to help 2023 year on Pre-Conference Workshops
6. Student Contests
   1. Hack-a-thon vs Programming Contest
      1. Hack-a-thon  
         Minimal participation by schools (3)- Should be ran earlier in the year  
         Held in March last year (2022); should be ran in February (2023)  
         **Scott is willing to take lead again. Mahmoud willing to help.**
      2. Programming Contest  
         Graceland will need space/ equipment to accommodate.  
         Language, compilers, stations, etc? – Revisit at a later date  
         **Brian, Charles, and Kevin to coordinate. Joan to help as needed.**
   2. Student Poster Competition
      1. **Joseph will lead again.**Judges: Revisit at a later date.
   3. Student Papers
      1. **Joseph and Scott will coordinate. Wen and Mahmoud to help.**
7. Keynote Speakers
   1. Send recommendations to Kevin.
   2. Theme- **Will not have one as of today**
      1. Wen suggested discussing a theme for conference.
      2. Joan suggested an AI theme. Brian proposed “special interest in AI” to invitation, rather than pigeon-holing.
8. Papers
   1. Ron will continue to review. Would like additional help.
   2. Wen asked about reward for best paper. Scott mentioned that it is not a contest, and low funds available. Charles mentioned papers are good for resumes, etc.
9. Panels, Tutorial, and Workshops
   1. **Mahmoud will lead.** Ron will help.
10. Nifty Assignments
    1. Need a Chair/ Point of Contact. Brian volunteered for the 2023 year.
    2. Bill, Ron, Judy support.
11. Lightening Talks
    1. **Wen will lead.** Joseph to help as needed.
    2. Joseph suggested combining with Work in Progress Reports. Keep separate entries in the calls for submission.
       1. **Approved.**
12. K-12 Outreach, K-12 Nifty Assignments, and Lightening Talks
    1. Rarely receive submissions.
    2. Kevin to visit with Diana to determine continuance. If she has minimal interest, no reason to pursue.
13. Two-year College Outreach
    1. Kevin to visit with Deepika and Perla if they are interested in continuing in this area.
14. Job Fair
    1. Unsuccessful last year in Kansas City. Will try again this year.
       1. Graceland is hosting a Job Fair in Spring- could potentially partner
    2. Roundtable event in lieu of fair
    3. “MockFair”
       1. Have a table that explains how to get a job, resumes, etc.
15. Sponsorships
    1. Utilize current company contacts and ask about sponsorship
    2. Kevin to send email to everyone to work with their respective contacts
16. Hotel Accommodations
    1. 2 hotels in Lamoni. Can use hotels in Bethany, MO and Osceola, IA
    2. Do we need work with hotels for bundles
       1. Set date for registration for reduced price
       2. Previously reserved 20 - 25 rooms
17. Other Business
    1. Deadlines- Kevin to send deadlines, dates, etc. to everyone for review.
       1. Call for Proposals
          1. Kevin to share with committee for approval.
       2. Submissions
       3. Peer Reviews
       4. Early and Late Registration
    2. Website
       1. Currently being run on WordPress. Ron suggested sub-committee to help redesign or start over.
          1. Discuss with Deepika
          2. Sub-committee: Ron, (Kevin to check with Judy)
          3. Possible funding for outside contractor to create a new website
             1. A request would be need submitted to Board- Judy
    3. Updating rubrics for papers, posters, etc.
       1. Ron to send an email to those who have peer reviewed for feedback
18. Additions
    1. Next meeting January- Kevin to send date

Adjourned: 1:41 pm