CCSC CP Steering Committee Meeting Minutes

Friday, August 9, 2013

Westminster College

Fulton, MO

Meeting led by Ed Mirielli
Minutes by Scott Bell

- Meeting was called to order by Ed Mirielli
- Agenda was briefly discussed
- Brian moved the board minutes from 4/12 be approved. Motion passed
- Minutes from 4/13 general business meeting were adjusted and approved as amended
  - It was suggested that in future minutes we record the winners of various contests at the conference.
- Judy was recognized as the newly elected representative for central plains to the national board.
- Carol reported on activities from the board over the summer
  - Ongoing testing of accounting software. Midwest is going to also work with this software this year
    - Ron mentioned that he really appreciated having the students register individually because it allowed him to track the number of attendees and project meals accordingly.
  - Bob is working on improving the ConfTool software to better meet our needs
- committee assignments were reviewed and adjusted. The table below shows the assignments and notes for each assignment.

Responsibility	Name	Comments
Conference Chair	Ed Mirielli	
Conference Co-Chair	Jim Buchan	
Local Facilities Coordinator	Linda Webster	
Conference Publicity	**Ed Mirielli**/Michael Rogers/Scott Bell	
Keynote Speakers	**Carol Spradling**/Michael Rogers/Jim Buchan	Submit list by October 1st
Pre-Conference Workshop	**Jim Buchan**/Judy Mullins	Submit list by October 1st
Papers	**David Heise/** Baochuan Lu/Scott Bell	Scott and Bob are in contact with Henry
Panels, Tutorials, Workshops	Baoqiang Yan	
Nifty Assignments	Mahmoud Yousef	Further encourage K12
Lightning Talks	Wen Hsin	Incorporate Undergrads
Lightning Talks – K12	**Carol Spradling/** Angela Klein-Liberty High School John Pais-Ladue Horton Watkins High School Lesley Martin-North Kansas City School District Nat Graham-Columbia Area Career Center	Enhance the CFP & Save the date content to reflect K12 lightning talk emphasis Look at Missouri Academy of Science as a potential model for undergrad presentations
K-12 Outreach	**Tim DeClue**/Carol Spradling/Scott	Will discuss with other K12 teachers also

	Bell/Nat Graham	
Student Poster Competition	Rick Barker	
Student Programming Competition	**Michael Rogers**/David Monismith/Ron McCleary/Linda Webster/Ed Mirielli	
Student Paper Session (to be explored)	Deferred action to 2015 conference	Deferred action
Two-Year College Outreach	**George Gibeau**/Carol Spradling/Judy Mullins	Need to visit the ways to enhance the outreach (similar to K12 ideas)
Regional Vendors	**Carol Spradling**/Linda Webster/Ed Mirielli	More book venders/recruiting-HR option (locate HR session prior to/during Saturday lunch Career Fair type event 10 or 11 to 1) /grad schools
Regional Board Representative	Judy Mullins	Up for election 2014
Registrar	Brian Hare	Up for election 2014
Treasurer	Judy Mullins	Up for election 2015 ???
Webmaster	Michael Rogers	Up for election 2016
Secretary	Scott Bell	Up for election 2016
Editor	Baochuan Lu	Up for election 2015

*Note: name in bold has primary responsibility for task and is the contact point for Ed

- Deadlines and important dates were discussed. The following list of dates was agreed upon
  - **9/4-9/9 Call for Papers distribution** (mail by 9/6) Verify mailing list used last year. Cross post to SIGCSE and other listserves. Deliver SAVE THE DATE to K12 teachers == must confirm lists. Note: Michael coordinated lists and delivery to listserves last year. We will add contact information for K-12 representative to this.
  - **11/29 Deadline for submission** of papers, abstracts for panels, tutorials, workshops, nifty assignments.
  - **12/6** Potential extended proposal submission deadline
  - **12/22** Peer reviews deadline
  - **1/4** January planning meeting
  - **1/10** Acceptance Notification
  - **1/10** Early Registration Opens
  - **1/21** Final paper submission
  - **1/29** Distribute Email Conference Program (Michael, Scott Bell and Tim will pull together contacts) Include another request for lightning talk submissions
  - **2/26** Lightning talk (K12 Undergrad) submissions deadline
  - **3/1** Early registration email reminder
  - **3/15** End of Early Registration
  - **3/10** Programming contest team registration deadline. TEAMS must register with Programming chair. Each student must register individually via ConfTool ($20) and the team must contact programming contest chair to register team by this date.
  - **3/10** Poster contest registration deadline
  - **4/4 – 4/5 Conference**
- Budget items were reviewed

- Contest awards and prizes were discussed. The dollar amounts will be finalized at the January meeting. The numbers below are last year's awards.
  - Student Programming Competition 300/210/150/90
  - Student Poster Competition 150/100/75
- Conference Speakers
  - $1000 dollars budgeted
- K-12 Teachers Sponsorship
  - Tim DeClue will contact Cerner to see if they are willing to sponsor first 30 teachers again
- Pre-Conference Workshop
  - SIGCSE Speakers bureau grant (2013 award covered $680 but could be up to $1000)

- Publicity and Announcements
  - Web page changes: Update 2015 conference info by October   (April 10,11)
  - Work on building mailing lists for GK-12 and 2 year institutions
- Conftool was reviewed briefly
  - There was discussion about issues with instructions using credit cards and if you needed a paypal account during registration.
  - Admins will attempt to set up roles to allow other committee members to get access to necessary information.
- Paper Submissions and Review Tools Process
  - Scott Bell and Bob Neufeld have contacted Henry concerning getting the paper software set up, they are awaiting a response.
  - Send out a notice for volunteers for peer reviewing once site is ready
  - Begin investigating a long-term replacement for current system
  - Carol has contacted John Meinke to determine the latest date for submissions for publication in the Journal.   (after the meeting, John's response indicated that the date is Jan 21). No papers will be included in the journal after this date.
- Opening and Banquet Keynote Speakers (give direction to the sub-committee)
  - MapReduce (maybe pre-conference workshop???) (Ed Mirielli)
  - Big Data (Carol Spradling)
  - Information Assurance (Carol Spradling)
  - STEM Education (Scott Sigman)
  - NASA (Michael Rogers/Scott Sigman)
  - Central Bank (David Heise)
  - Commerce Bank (Carol Spradling)
  - Veterans United (Ed Mirielli)
  - IBM (Ed Mirielli)
  - CarFAX (Ed Mirielli/Nat Graham)
  - ATT (Ed Mirielli)
  - Soft skills development (Jim Buchan)
- Pre-conference workshop Get proposals to committee (SIGCSE speakers bureau can fund up to 1000)
  - Also see ideas above
  -
- Student programming competition
  - We can accommodate up to 40 teams

- o Pizza and drinks served in atrium and awards in adjacent large lecture hall
  - o Committee will consider options for separate bracket/contest for H.S. Teams
- Student Poster Competition
  - o A separate room for judging will be available
  - o Open session can take place in the Atrium
- Future planned locations
  - o 2015 Conference   (April 10,11) College of the Ozarks (Point Lookout, MO)
  - o 2016 Conference   Missouri Western (St. Joseph) – Committed, nearly
  - o 2017 Conference   Washburn Univ. (Topeka) – Tentative
- Toured the facilities

- Attendance:

Michael Rogers	Northwest Missouri State	mprogers@mac.com
David Heise	Lincoln University	heised@lincolnu.edu
Nathaniel Graham	Columbia Area Career Center	Cnathaniel.graham@gmail.com
Tim DeClue	Southwest Baptist University	tdeclue@sbuniv.edu
Ron McCleary	Avila University	Ron.McCleary@avila.edu
Brian Hare	UMKC	hareb@unkc.edu
Baochuan Lu	Southwest Baptist University	blu@sbuniv.edu
Scott Sigman	Drury University	ssigman@drury.edu
David Monismith	Northwest Missouri State	monism@nwmissouri.edu
Na Li	Northwest Missouri State	nail@nwmissouri.edu
Jim Buchan	College of the Ozarks	buchan@cofo.edu
Carol Spradling	Northwest Missouri State	C_sprad@nwmissouri.edu
Judy Mullins	UMKC	mullinsj@unkc.edu
Baoqiang Yan	Missouri Western State University	byan@missouri.western.edu
Scott Bell	Kansas State University	rscottbell@gmail.com