The Pennsylvania Association of Computer and Information Science Educators

Executive Board Meeting

Mountain Valley Diner, Bellefonte
Friday, September 16, 2011
4:00 PM

Present:

Bloomsburg	Bob Montante
California	Lisa Kovalchick
Clarion	Soo Kim
East Stroudsburg	James Emert
Edinboro	Joseph Molnar
Kutztown	Yong Zhang
Lock Haven	Mark Jones
Millersville	David Hutchens
Shippensburg	Dave Mooney
Slippery Rock	Maria Harrington

1. The meeting was called to order.
    a. Previous Minutes:
        • Minutes from the previous Board meeting were approved with two corrections. (Montante, Hutchens)
    b. Treasurer's Report:
        • Presented by the Board President in absentia for the Treasurer. See attached.
        • There was a balance of $9484.85
        • All members have paid this year's dues except for *East Stroudsburg.*
        • It was questioned why there is a $5.00 savings balance. It is required by the type of account we have.
        • It was asked whether our accounts are interest bearing. They are not due to tax issues.
        • Treasurer's report was approved. (Hutchens, Montante)
    c. Announcements:
        • *Lock Haven* has a position to be filled.
    d. Next meeting:
        • Fourth Friday of January 2012 (01/27/2012).
        • We usually the third Friday, but moved it back one week due to late start of semester.

2. Spring 2011 Conference at Shippensburg
    a. See attachment. All went well. Shippensburg in the red by $291.03 due to less support from administration than originally expected.

3. Spring 2012 Conference at Millersville
    - Important dates:
        o Submissions for peer review deadline: February 10
        o Non-reviewed submission deadline (abstracts, birds-of-a-feather, etc.): February 24
        o Programming team registration deadline: March 5
        o Acceptance notification of peer-reviewed papers: March 5
        o Camera-ready copies of manuscripts: March 12
        o Registration deadline: March 12
        o Conference: March 30, 31
    - Call for Papers is expected to be out by Thanksgiving.
    - Keynote speaker: Jennifer Chu-Carroll, IBM Watson development team.
    - Theme: AI-related. Millersville will provide specifics at the next meeting.
    - Editorial Board: Dave Mooney (chair), Lisa Kovalchick, Bob Montante.
    - Questions from Millersville:
        o How many rooms should be reserved?
        o If publishers are invited, how much should they be expected to contribute? $100 - $150? $200?
    - Changing the basic conference schedule as per the last meeting's discussion was debated. Various possibilities were considered:
        o Moving the general meeting before Saturday's lunch.
        o Running the programming contest from 10 to 1.
        o Starting talks at 8 AM Saturday.
        o Having student talks Saturday morning, faculty talks Friday afternoon.
    - There were pros and cons for every suggested change. Ultimately, it was decided that these decisions should be left to the host school. Millersville will take the suggestions under advisement and present their decisions at the January board meeting.
    - It was asked whether West Chester (Afrand) will set up a *Google* account for the conference as she has done for the past two.

4. PACISE website maintenance
    - *Slippery Rock* will continue maintaining the site, Maria Harrington taking over for Bernie Zhou. The site needs to be updated, especially re new members.

5. Locations for spring conference
    a. 2005 Bloomsburg
    b. 2006 Indiana
    c. 2007 Lock Haven
    d. 2008 Kutztown
    e. 2009 Slippery Rock
    f. 2010 West Chester
    g. 2011 Shippensburg
    h. 2012 Millersville
    i. 2013 East Stroudsburg
    j. 2014 California
    k. 2015 Indiana
    l. 2016 Edinboro
    m. 2017
    n. 2018
    o. 2019
    p. 2020 West Chester

6. PACISE Journal/Conference Proceedings/Editorial Board
    - It was decided to eliminate the journal from future consideration.
    - The Editorial Board was established during the 2012 conference discussion above.
    - It was suggested that the conference proceedings be made available on the PACISE web site.
        o Authors would need to sign forms consenting to this.
        o The site does not require a login or password, so it would be open to the world.
        o The question of the Editorial Board needing to do detailed proofing of final drafts if the proceedings are to be available online was discussed.
        o It was decided to include a release clause re online publication to the form already filled out by authors, whether we decide to publish them online or not this year.

7. Other Business
    - None.

8. The meeting was adjourned at 5:30. (Mooney, Montande).

Respectfully submitted by Dave Mooney, 09/11/2011

PACISE

Treasurer's Report
Fall 2011- Board Meeting

		Checking Deposits	Withdrawals	Balance	Savings Balance
Last Balance (Spring 2011 meeting)				$ 8,444.85	$ 5.00
Dues- West Chester 2011	2/9/11	$ 80.00		$ 8,524.85	$ 5.00
Dues - Mansfield 2011	2/9/11	$ 80.00		$ 8,604.85	$ 5.00
Dues- Millersville 2011	2/9/11	$ 80.00		$ 8,684.85	$ 5.00
Dues - Edinboro 2011	2/9/11	$ 80.00		$ 8,764.85	$ 5.00
Dues- Clarion 2011	2/9/11	$ 80.00		$ 8,844.85	$ 5.00
Dues- Indiana 2011	2/9/11	$ 80.00		$ 8,924.85	$ 5.00
Dues- Kutztown 2011	3/1/11	$ 80.00		$ 9,004.85	$ 5.00
Dues- California 2011	3/1/11	$ 80.00		$ 9,084.85	$ 5.00
Dues - Shippensburg 2011	3/1/11	$ 80.00		$ 9,164.85	$ 5.00
Dues - Slippery Rock 2011	3/24/11	$ 80.00		$ 9,244.85	$ 5.00
Dues - Lock Haven 2011	3/1/11	$ 80.00		$ 9,324.85	$ 5.00
Dues - Bloomsburg 2011	3/1/11	$ 80.00		$ 9,404.85	$ 5.00
Dues- Harrisburg 2011	4/19/11	$ 80.00		$ 9,484.85	$ 5.00
Current Balance				$ 9,484.85	$ 5.00

East Stroudsburg has not paid it's 2011 dues as of yet.

Cheyney????

2011 Spring Conference Summary
Shippensburg

FINAL EXPENSES		cost				INCOME	number	cost	total	
Reception						faculty	44	60.00	2640.00	
		2263.45				students	98	20.00	1960.00	
				2263.45		late fees	19	10.00	190.00	
Breakfast		308.85				Dean			500.00	
				308.85		Provost			250.00	
						total	142		5540.00	

Lunch		1471.75		
	adjustment	0.10		
				1471.85
Contest				
	plaques first			
	plaques 2nd			
	Plaques 3rd	202.50		
	prize 1	300.00		
	prize 2	150.00		
	prize 3	105.00		
	certificates			
	soda	45.21		
	pizza	231.00		
				1033.71
Best paper	plaques	99.00		
				99.00
Folder				
	folder and pen	226.52		
	badge holder	43.00		
	badge	10.16		
	paper	6.60		
				286.28
Keynote				
	honorarium	150.00		
	lodging	82.00		
	travel	122.10 (119.6 * .51)		
				354.10
Proceedings				
	insert stock	13.79		
				13.79
Total Outlay		5831.03		5831.03
Total Income				5540.00
Difference				-291.03