The Pennsylvania Association of Computer and Information Science Educators

Executive Board Meeting

The Governors' Pub, Bellefonte, PA
Friday, October 10, 2014
4:00 PM

Present:

Bloomsburg	Robert Montante
California	Lisa Kovalchick
Clarion	Soo Kim
East Stroudsburg	James Emert
Edinboro	Joseph Molnar
Kutztown	Yong Zhang
Indiana	Raj Ezekiel
Lock Haven	Mark Jones
Millersville	David Hutchens
Shippensburg	Dave Mooney
Slippery Rock	Paul Mullins

1. The meeting was called to order at 4:07 P.M.
    a. April Minutes:
        • Minutes from the Executive Board meeting of 04/04/2014 were approved with one correction. (Montante, Ezekiel)
        • Minutes from the General meeting of 04/05/2014 were approved. (Mullins, Ezekiel)
    b. Treasurer's Report:
        • Harrisburg hasn't paid dues for 2014; question was asked whether anyone has heard from them. They will be contacted.
        • East Stroudsburg hasn't paid dues for 2011.
        • East Stroudsburg hasn't remitted their surplus from the 2013 conference.
        • Treasurer's report (emailed to all members – see attached) was approved. (Mooney, Mullins)
    c. Announcements:
        • James Emert announced that the Boy Scouts have linked with East Stroudsburg for digital badges.
        • Millersville hosted a Jamboree.
    d. January's meeting will take place on 01/23 (the first Friday after classes resume) at 3 PM. Bloomsburg will host the teleconference.

2. Spring 2014 conference at California University.
   - See attached summary.
   - Raj Ezekiel questioned the mix up regarding the programming contest.
   - James Emert suggested that a note of appreciation be sent to the Millersville programming team for the good sportsmanship they demonstrated by offering to return their first place awards when the mix up was discovered.

3. Spring 2015 Conference at Edinboro University.
   - Dates: April 10, 11.
   - Theme: *Designing and Implementing Computer Games*.
   - How much money can the Board provide? Edinboro is broke.
       i. It is doubtful whether the Dean or Provost will provide any funds.
      ii. Raj Ezekiel suggested that the Board advance money to the hosting institution to handle costs incurred before registration monies become available.
     iii. Paul Mullins suggested that if the administration sees that there are funds already available, it may be reluctant to provide any.
      iv. An alternate suggestion was that, rather than advancing money far in advance, wait to see what the financial situation is closer to the conference date. If the hosting institution finds that it requires funds at that time, then contact the Board for an advance.
       v. Lisa Kovalchick will forward the letters she sent to her Dean and Provost to Joe Molnar.
      vi. It was recommended that an online payment service be used for registration.
   - Will there be a job fair?
   - Raj Ezekiel suggested that registration fees be increased to make the conference self-sufficient.
       i. The issue with this is that food costs are exorbitant and it has been a goal to keep student fees at a minimum.
      ii. Should the fees be raised to $25 and $65?
     iii. The question was posed as to whether the conference should be moved off-campus to avoid campus catering costs.
   - Format:
       i. Programming team practice Friday night.
      ii. Programming contest Saturday morning.
           1. The programming contest will be held in a different building from where the talks will be presented.
           2. Platform will most likely be Linux-based.
     iii. Student presentations Friday afternoon.
      iv. Faculty presentations Saturday morning.
           1. There are enough rooms to facilitate five concurrent tracks.
       v. Other activities (birds-of-a-feather, poster sessions, etc.) will be Saturday.
   - Need problems for the programming contest and judges.

4. Conference sites.
   a. Previous locations:
      - 2005 Bloomsburg
      - 2006 Indiana
      - 2007 Lock Haven
      - 2008 Kutztown
      - 2009 Slippery Rock
      - 2010 West Chester
      - 2011 Shippensburg
      - 2012 Millersville
      - 2013 East Stroudsburg
      - 2014 California
   b. Upcoming locations:
      - 2015 Edinboro
      - 2016 ???
      - 2017 Harrisburg
      - 2018 Kutztown
      - 2019 Shippensburg
      - 2020 West Chester
      - 2021 Slippery Rock
   c. Slippery Rock was added for 2021.
   d. Indiana has stepped down for 2016.
      - The faculty are divisive and will not cooperate to get a conference organized.
      - Yong Zhang will approach the faculty at Kutztown to see if they are willing to move their date up.

5. 2015 Editorial Board
   - Chair: Dave Mooney
   - Members: Joe Molnar, Paul Mullins

6. Other Business.
   a. Lincoln University's request to join PACISE.
      - PACISE is open to any Computer Science department in Pennsylvania.
      - It was recommended that Lincoln University be allowed membership (since the bylaws don't prevent it) and to amend the bylaws.
      - Lincoln University will be invited to send a representative to the next Board meeting.

b. Recommended amendments to the PACISE bylaws (see attached recommendations of Paul Mullins and Joe Molnar).
   - One PACISE representative per institution, not per department.
   - Executive Board will consist of ten PASSHE representatives, and five from institutions outside of PASSHE.
      1. Rotation of membership will be determined at a later date.
      2. Membership dependent of size of institution.
      3. Type of institution is important:
         - Research institutions to be excluded.
         - Branch schools to be excluded.
   - Paul Mullins, Joe Molnar, and David Hutchens will amend the bylaws and present the changes at the next Executive Board meeting.
   - Amendments will have to be submitted to the general meeting in April for approval.

7. The meeting was adjourned. (Jones, Ezekiel).

Respectfully submitted by Dave Mooney, 01/23/2014

Treasurer's Report
Board Meeting- Oct. 2014 (Bellefonte, PA)

		Checking Deposits	Withdrawals	Balance		Savings Balance	
Balance (April 2014 meeting)				$	10,859.96	$	5.00
Lisa kovalchick (Gift cards---Before Programming Error)	4/8/14	$ 800.00		$	10,059.96	$	5.00
Lisa kovalchick (Gift cards---After Programming Error)	5/6/14	$ 225.00		$	9,834.96	$	5.00
David Mooney (Staples)	4/8/14		$13.76	$	9,821.20	$	5.00
Shippensburg (Media center)	4/8/14	$ 33.00		$	9,788.20	$	5.00

East Stroudsburg has not paid it's 2011 dues as of yet.
No surplus rcvd from East Stroudsburg for their conference as of yet.
No dues from Harrisburg for 2014!

PACISE Spring 2014 Conference at Cal U

Registrations:	Faculty	30
	Students	75
	Guests	2
		107

Expenses:	Catering	$4,061.15
	Postage	$8.18
	Parking	$201.00
	Awards	$350.00
	Office Max Supplies	$438.16
	Travel for Keynote	$50.85
		$5,109.34

Total Money Collected from Registrations:		$3,340

Funds Provided by Provost:		$1,769.34

Catering Breakdown:	Friday Snack	$594.75
	Friday Dinner	$2,010.40
	Saturday Breakfast	$536.50
	Saturday Snack	$100.00
	Saturday Lunch	$819.50
		$4,061.15

Award Breakdown:	12 Programming Contest Awards	$300.00
	1 Student Best Paper Award	$25.00
	1 Faculty Best Paper Award	$25.00
		$350.00

Awards Paid for by PACISE:	Programming Contest:	
	6 First Place Awards	$450.00
	3 Second Place Awards	$150.00
	3 Third Place Awards	$75.00
	Best Paper Awards	$350.00
		$1,025.00

From Paul:

PACISE has always been an organization consisting primarily of PASSHE institutions. As such, the numbers of board members shall be limited such that active PASSHE board members are in the majority. (This doesn't say that an institution couldn't join without getting a seat on the board.. which might mean we need some kind of rotation scheme.)

With regard to either allowing an institution to join or declaring an institution "inactive", the board will consider:
- Timely payment of dues.
- How active the petitioning institution has been in PACISE over the past several years.
- How well the petitioning institution matches the size and types of institutions currently in PACISE.
- The petitioning institution must be willing, and have the resources to support, hosting a conference.

From Joe:

- The department should participate for 1 or 2 years before joining. (Participation should include programming teams I think)
- The department's school should be of a similar size to the PASSHE schools.
- The department should have sufficient resources to host a conference.
- The number of board member positions should be limited so that the PASSHE schools are always the majority.