

In attendance:

Board members: Lee Freeman, Li Jen Shannon, Peter Wu, Meg Fryling, Eric Breimer, Rachida Parks, Jeffrey Babb, Jason Sharp, Les Waguespack, Lionel Mew

Guests of board: Colleen Loeffler Phonwiang, Bill Tastle, James Pomykalski

12:07 – Formal Open

Previous Minutes – In Dropbox from Norfolk, both Friday and Saturday from Norfolk approved.

2017 – Conference report

- Eric Breimer

- Volunteer and planning breakfast on Wednesday morning
- EDSIG papers up 9, CONISAR plus 2, Cases minus 2, workshops down 5, vendors down 1
- Babb brings up the workshops, Eric says needs a champion, Jeff agrees. Though Quality is better than just numbers
- Scheduling becoming an issue with the MTW conference schedule, Added Sunday times to accommodate
- We could possibly shorten to two days on schedule, but issue is then cutting the fun night, moving members meeting, and shortage of room night in booking hotel....
- Norfolk moves back to end of week schedule. Some of this might figure itself out.
- Recommend start of programming on Thursday with wrap on Saturday morning.
- Reference schedule for this conference and updates on Fellow induction, fun night, Distinguished Educator Award, and Members Meeting
- Summary of participation
 - '14 had 78 papers, '15 had 60, '16 was down to 47, and '17 is back up to 68
 - Eric points to the deadline date moving to the June 1, July 1 times
 - Anthony also points out the Las Vegas was actually not a popular destination and several regular authors did not attend simply because of the venue
 - Worry about percentage that meet early deadline for best paper consideration.
 - Discussion ensues on the pool of reviewers for first pool, etc. including how to motivate reviewers to diligently get them in
 - Eric recognizes Peter and Biswadip for CONISAR – also recognizes Li Jen for EDSIG papers, and Anthony for cases.
 - Eric recognizes some learning that has occurred through process including co-chairs and section leads, proposes that we look at chair and assistant chairs with assistants being in training to elevate.
 - Move to forward Eric as chair of Norfolk Conference to ISCAP
 - Discussion ensues, including adoption of his proposed suggestions
 - will recruit an assistant for evolution

ISCAP Financial report

- Report presented by Tom Janicki
- Numbers equivalent within error

- Purchased projectors and easels for overall savings
- Also petitioned for tax exempt status in Texas, received already
- Special note – From the president – let the minutes show the pleasure of the board with the management and financial standing that ISCAP has provided.

Winter board meeting – Cleveland

- In looking at previous list – DC way too expensive and too close to Norfolk meeting, Memphis is not economically viable, Orlando is reasonable with two options. Decision to go to Cleveland for winter meeting is that most everyone knows Orlando already and not many know Cleveland.
- Norfolk plans are well advanced. They have good to work with thus far. Wednesday night of next year will be Halloween.

Introduction of Colleen

- She introduces herself
- Director in charge of operations for CompTIA
- Explains some of the launch and mission of the new focus for CompTIA/AITP
- Presentation tomorrow – at breakfast –

Curricular Matters –

- Three item for this conference: Paper on boot camps, paper on visualization of curricular structure, panel for the standing committee for curricular matters
- Report on the meeting for PACE in San Francisco, held in concurrence with ACM conference as well. Appears that the PACE thread might be run out. While in person, met with ACM and made connection to be invited to Seattle – and CC2020 steering committee present. First time we will have a representative on this international board.
- Attended meeting in Boston and appoint as a leader of one of three task groups.
- Jeff Babb picks up – Come to panel... Explain the further efforts.
- Moved by Anthony to acknowledge in the minutes the efforts of Wags to get this “seat at the table” and EDSIG back in this mix of other organizations. Seconded by Peter, passed unanimously.

1:20 – break – 1:29

Treasurer Report

- Peter Wu
- See documents in shared board folder
- Carrying a healthy balance
- Membership/Conference net positive
- JISE net negative, however this is last year of print, this will not continue
- Curriculum matters an expense, but approved and valuable
- IRS Filing for EO status one time expense to update and correct.
- Acknowledgement of Peter’s service and excellent work as treasurer.
- Discussion ensues that Peter has one year of eligibility left and can we look at an understudy

- Discussion includes creation of job descriptions/position manuals
- Discussion on identifying in by-laws a duty of office that includes the creation of SOP documentation to be pushed, but to be noted in the minutes as a reminder for the future.

EDSIGCON Update

- Li Jen update
- 64 papers accepted
- Recommended one chair, rather than “co” but assistant very valuable. Needs to be one leader.
- Paper system questions on the email procedures in the approval process.
- Peter and Anthony mention experiences of evolving system with Tom, and this is an ongoing process
- Jeff speaks to the issue of assigning reviewers to relevant categories, the possible need to re-visit the actual categories and how to identify the areas of interest of the community.

EDSIG Cases Update

- 11 cases accepted
- Cameron Lawrence stepped down, Anthony handled solo
- Has identified a possible second person that he will approach during conference
- Good stability, standard 10-12 cases past 4 years
- Good spread of topics that has been growing.
- 1 best case, 2 verbal acknowledgments

CONISAR

- 24 accepted
- 1 best, 1 distinguished, 2 honorable mentions
- Discussion on distinguishing between CONISAR and EDSIG papers
- Also discussion continues on improvements to paper system.

ISEDJ

- Jeffrey Babb
- Explaining the process. Remains that the entry point is conference inclusion first.
- Website is structured to be in compliance with the review of Cabell’s and other assessors.
- Dec 1, afforded opportunity to re-submit for journal.
- Reviews combined, and approx. 40% accepted
- For journal purposes, submission deadlines for conference submission are not considered, no preference given to early submission...
- Extended to be indexed in ERIC
- Ensured we are on whitelist and not black list of predatory publishing.

JISE

- 25% acceptance rate
- Anticipated numbers in line, submissions staying stable
- Last printed issue has been issued

- 28-1 released at lunch as an online edition
- Special edition on Agile Development forthcoming with Jason Sharp as a guest editor
- Re-imburements all taken care of for future subscription fees.
- Eduglopedia has all cases uploaded with link back to JISE
- Jeff re-emphasizes that EDSIG members really need to participate in the JISE process as this is OUR premier journal. JISE is a window into our world for other organizations and through EDSIG members participating it can better represent who we are and what we do.
- Will still operate at a loss, but a small loss compared to the previous print operation
- Walk through of new web page.

Break – 3:12 return

Executive session

Membership report

- Meg defers to membership meeting.

Special President Recognition to Bart Longenecker

- Paper to be presented at welcome session this evening
- Move to commission a plaque to honor Bart Longenecker by Jeff, Seconded by Lee, Passed
- 5:45p Paper Presented – followed by reception, fellow induction, and president's special paper award to Longenecker paper

Closed door/Executive session.

Conference Sessions beginning.

- Meeting Adjourned.