

# SIGCSE Board 2025-2028

Dec 17, 2025 1:00pm US Pacific / 3PM US Central / 4PM US Eastern

Dec 18, 2025 7:30am Adelaide / 10:00am Auckland

Meeting Location: [online](#)

## Attendees:

Brian Dorn, Chair

Michelle Friend, Treasurer

Mark Sherriff, Secretary (will arrive late)

Chris Gregg, At Large Member

Kemi Ola, At Large Member

Ethel Tshukudu, At Large Member

## Absent:

Claudia Szabo, Vice Chair (absent)

Alison Clear, Past Chair (absent)

## 1. Approval of Minutes

- Minutes approved by unanimous consent.

## 2. New Business

### 2.1 Minutes Process Check-in

The Board reviewed the current minutes workflow and agreed it is working well. No changes were requested at this time.

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## 3. Budget Report

The Board received a financial update and discussed trends in conference-related support expenditures, including travel and Doctoral Consortium (DC) related costs. The Board noted the value of tracking costs consistently across conferences and discussed improving clarity and reporting for DC and travel support categories.

The Board also discussed how accessibility-related services and other conference support costs are budgeted and recorded, with the goal of ensuring alignment between conference budgets and Board-level support where appropriate.

**Follow-up:** The Board plans to revisit travel support structures and associated communications (including naming and donation messaging) in a future meeting.

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## 4. Conference Business

### 4.1 Doctoral Consortium (DC)

The Board confirmed the approval process for DC leadership recommendations and approved the proposed DC co-chair appointment (Mark Guzdial) for an upcoming conference based on steering committee recommendation.

**Follow-up:** The Board expects additional DC leadership recommendations to be brought forward at a future meeting and noted the importance of coordinating DC planning across conferences.

### 4.2 SIGCSE Technical Symposium (TS)

The Board received an update on TS planning, including confirmation that previously approved volunteers have accepted their roles.

The Board discussed program-chair workload considerations and potential adjustments to distribute operational responsibilities more effectively. There is a plan in place to expand the Publications Chair position to also include reviewer management. The Board noted that any future proposal to revise roles and responsibilities may require updated documentation and/or approvals depending on access and conflict-of-interest implications.

The Board also received the official financial close-out summary for SIGCSE TS 2025.

### 4.3 Steering Committee Nominations and Documentation

The Board approved a steering committee nomination for a TS leadership role - Nathan Brunelle for Treasurer.

The Board discussed the usefulness of standardized nomination materials and expressed interest in developing a shared template for future nominations to support consistent review.

### 4.4 Site Selection Process

The Board discussed the site selection process and identified the need to update and modernize relevant procedures and documentation.

**Follow-up:** The Board will pursue updated documentation in coordination with the appropriate group(s), and will review current site selection pool membership information at a future meeting.

### 4.5 RESPECT

The Board noted that key items remain pending, including a revised budget submission and identification of individuals responsible for hardship waiver review.

#### **4.6 ITiCSE**

The Board reviewed and approved a conference budget submission (TMRF) for an upcoming conference.

The Board approved a nomination for a conference role that required timely confirmation due to the conference timeline. The Board also discussed the importance of consistent nomination documentation going forward.

The Board reviewed a request related to additional staffing costs from a prior conference and provided guidance on an appropriate response consistent with contracting and budgeting expectations.

#### **4.7 ICER**

The Board noted pending items related to volunteer calls and nominations.

The Board discussed the importance of clear conflict-of-interest policies for organizing roles with access to confidential review information and indicated it would follow up with guidance and/or documentation.

#### **4.8 SIGCSE Virtual**

The Board discussed an upcoming conference budget submission (TMRF) and requested clarifications and updates (including on overhead/contingency assumptions and complimentary registration counts) prior to approval.

The Board also noted that a hardship waiver reviewer needs to be identified for the upcoming cycle.

#### **4.9 CompEd**

The Board received an update that a site visit report has been completed and will schedule a review and decision at a future meeting.

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## **5. Non-Conference Business**

### **5.1 SIG-Level Supporter Structures Task Force**

The Board confirmed membership for a task force to explore SIG-level supporter structures and will charge the group to meet and provide recommendations on a short timeline for discussion at the Symposium.

## **5.2 Henry Walker Travel Grants**

The Board noted that travel grant recipients have been selected and discussed the logistics of registration waivers and timing considerations (including visa-related needs). The Board recommended early coordination with conference registration leadership.

## **5.3 Special Projects**

The Board received an update on the status of special project proposal review and noted the intent to complete decisions on an appropriate timeline.

## **5.4 Awards**

The Board noted award selections for presentation at SIGCSE TS 2026 and discussed logistics for acceptance and participation where needed. Some award-related details remain pending.

## **5.5 Committee Email Lists**

The Board discussed legacy committee mailing lists and supported deactivating inactive lists while maintaining active lists in use. The Board also noted a broader discussion about committee structures and reporting may be appropriate in the future.

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## **6. Next Meeting**

The Board will schedule a meeting in mid-January. The February meeting will occur in conjunction with SIGCSE TS, including an in-person working session prior to the Symposium.