



**Southern African Computer Lecturers' Association (SACLA)
15-17 July 2019**

**MINUTES OF THE ANNUAL GENERAL MEETING (AGM) HELD ON TUESDAY, 16
JULY AT 16:40 AT ALPINE HEATH RESORT NORTHERN DRAKENSBERG**

SACLA President:	Andre Calitz
SACLA Secretary:	Linda Marshall
SACLA Treasurer:	Susan Campher
SACLA Conference Chair:	Mac van der Merwe
Minute Taker:	Helene Kruger-Franck
Host Institution:	School of Computing, University of South Africa (UNISA)

Present:

Andre Calitz (NMU)	Susan Campher (NWU)	Karen Bradshaw (Rhodes)
Susan Campher (NWU)	Trudie Benade (NWU)	Ronell van der Merwe (UNISA)
Mac van der Merwe (UNISA)	Janet Liebenberg (NWU)	Jan Kroeze (UNISA)
Colin Pilkington (UNISA)	Estelle Taylor (NWU)	George Musumba (UFS)
Stefan Gruner (UP)	Walter Uys (NWU)	Pakiso Khomokhoana (UFS)
Ian Sanders (UNISA)	Chris Upfold (Rhodes)	Bobby Tait (UNISA)
Hussein Suleman (UCT)		

1. WELCOME

The AGM was opened by Mac van der Merwe as Chair who thanked all in attendance and outlined the agenda. The sponsors for the SACLA conference were heartily thanked for their contributions to making the conference possible.

2. APOLOGIES

No apologies were received.

3. APPROVAL OF THE 2019 AGM MINUTES

The minutes of the previous 2018 SACLA AGM held on Monday 18 June 2018, hosted by the University of Cape Town, chaired by Lisa Seymour, were confirmed and accepted by Estelle Taylor and seconded by Jan Kroeze.

4. CONFERENCE CHAIR REPORT

Mac van der Merwe presented the SACLA 2019 Chair's Report. He said that it will be made available on the conference website once SACLA 2019 activities have been concluded, estimated to be end of August 2019. The following key points were noted:

- The keynote address was presented by Dolf Steyn.



- Three workshops were offered before the main conference: Academic Writing for Junior Informaticians and Computer Scientists; South African Computer Accreditation Board; Amazon Web Services- Educate and Academy Programs
- Professional engagements: SACLA Executive Meeting; Southern Africa HoD Meeting; SACLA Annual General Meeting.
- The theme of the conference was *Computing Matters of Course*. Papers within three topic areas were invited: Classroom innovation and assessment of the impact thereof; Novel tools developed, or novel use of existing tools, for learning and/or assessment; Research undertaken to investigate aspects of computing education.
- The deadline for paper submission was set for 28 February but was eventually extended to 14 March 2019. A total of fifty-six submissions were received. The papers were selected through a rigorous double-blind peer-review process by an international programme committee. The international committee consisted of the following countries: Austria, Canada, Denmark, France, Italy, Netherlands, Norway, Portugal, Sweden, England, Southern Africa, and Germany. Every paper was peer-reviewed by at least three members of the programme committee:
 - Fifty-six papers were submitted
 - Sixteen were provisionally accepted for the Springer Journal.
 - Nine papers were accepted as full papers for the SACLA conference proceedings.
 - The overall acceptance rate was 44.6%.
 - Six papers were accepted as short papers, of which two were presented at the conference.
 - Twelve papers were accepted as extended abstracts, of which four were presented at the conference.
 - Fourteen papers were rejected.
- Mac van der Merwe suggested that future Programme Committees should consider offering authors, on submission, the option to flag their papers as either a conference paper or a (potential) journal article – the motivation that good conference papers are assessed against journal article standards, whether intended or not.
- It was noted that because of unforeseen circumstances, two papers were allowed to be digitally presented.
- It was noted that the international balance of the Programme Committee was discussed in the Executive meeting, and that it will be revisited.

Mac van der Merwe thanked the organising committee for all their hard work, as well as the sponsors and exhibitors. He also expressed his gratitude to WyGo (Pty) Ltd for their contribution which made this event possible. They were responsible for arranging accommodation, registration, budgeting, and coordination of this conference. He mentioned that using an event organising company such as WyGo is highly recommended going forward.

5. 2019 EXECUTIVE COMMITTEE (EC)

- i. SACLA President: Andre Calitz (NMU)
- ii. SACLA Secretary: Linda Marshall (UP)
- iii. SACLA Treasurer: Susan Campher (NWU)
- iv. SACLA 2018 Conference Chair: Lisa Seymour (UCT)



- v. SACLA 2019 Conference Chair: Mac van der Merwe (UNISA)
- vi. SACLA 2020 Conference Chair: Prof Stephen Flowerday

6. FINANCIAL REPORTS

a. SACLA 2019 (preliminary)

Mac van der Merwe presented the preliminary report.

- Some fees are still outstanding which were mainly delegate payments. Some sponsorship payments are also outstanding.
- The current profit stood at approximately R12 000. The estimated profit in total is expected to be approximately R86 000.

b. SACLA 2018 (final)

Mac van der Merwe presented the final financial report of SACLA 2019 in the absence of Lisa Seymour.

- The total received funds were R579 645
- The total profit was R77 782.

c. SACLA (Society)

The general SACLA report was presented by Susan Campher. This report will also be uploaded on the website.

- She reported that the current balance of SACLA's accumulated fund is R186 000.
- Susan Campher mentioned the interest that was earned in the Money Market account is a little more than all the bank fees for the year. The Money Market account earns an interest rate of 5.75% but can go up to 6.15% if they receive all their reserve funds back.
- Susan Campher said that they were in the process of registering as a non-profit organisation, which was why a Money Market account was opened as it was a requirement.
- To become tax-exempt SACLA can register as a public benefit organisation at SARS.

7. FUTURE SACLA CONFERENCE HOSTING

- a. 2020 – RHODES (HOD IS: Stephen Flowerday, HoD CS: Alfredo Terzoli)
- b. 2021 – UJ (Marijke Coetzee, Wai Sze Leung)
- c. 2022 –US (Bruce Watson)
- d. 2023 – NWU (Estelle Taylor)
- e. 2024 – NMU (Jean Greyling)

8. UPDATED CONSTITUTION (COMPLY WITH SACLA: NPO / TAX EXEMPT ORGANISATION)

Andre Calitz and Susan Campher presented the current constitution which is required by the Government to be able to register as a Non-Profit Organisation and to be Tax-Exempt. Certain clauses were added and updated.

- The registration information should appear on the first page of the constitution:
 - Registered Non-profit Organisation; Registration No: 231-955 NPO
- It was proposed to change the following section under the clause of the Annual General Meeting (AGM):

9.2. (c) ~~The members present and members of the EC will constitute a quorum for the meeting.~~
The members present will constitute a quorum for the meeting.



- In the clause under Signatories, two members must sign on all financial documents.
- A financial year-end had to be selected. It was agreed that the financial year-end of the Association should stay as the end of February.
- Jan Kroeze was the proposer to accept the changes and Ian Sanders the seconder.
- The updated Constitution will be made available on the Sacla.org website.

9. General

a. SACLA as an IFIP TC3 event (Technical Committee 3 – ICT and Education)

Riana Steyn (UP), in absence, submitted a proposal that SACLA becomes an IFIP Technical Committee 3 event. Discussions were held regarding this suggestion.

- Walter Uys and Andre Calitz suggested that more information are required before being considered. Jan Kroeze seconded.
- The proposal with detailed information should be added on the agenda to serve at the next AGM meeting.

b. SACLA conference subject-specific sessions for institutions offering IT diploma courses

Andre Calitz said that he was approached by people who attended a conference where the Bird of a Feather workshop took place. It was suggested that SACLA should investigate having some setup with the Bird of a Feather system as this is where people who teach programming or certain IS modules could share their experience with different modules.

- It was suggested that when the call of papers is out, that a call for suggestions for Birds of Feathers should also be included.

c. EC Treasurer vacancy

Andre Calitz announced that Susan Campher has resigned from this position. He thanked her for her hard work and dedication to the organisation for the past two years. The position as Treasurer is vacant and Andre Calitz requested nominations.

- Proposals and voting took place, and Bobby Tait (UNISA) was nominated as the new Treasurer for SACLA, which he accepted.

d. SACAB feedback

Nothing new to report.

10. Closure

The organising committee and Mac van der Merwe was thanked and congratulated for a successful event. Mac van der Merwe, in response, thanked the previous committees who organised SACLA for the information they provided, and which contributed to the success of this conference. He will also pass the lessons learned to the next organising committee. Jan Kroeze thanked the reviewers who reviewed the papers. Andre Calitz thanked Stefan Gruner for his work towards Springer and noted that the Springer requirement guidelines would be made available to all future SACLA Programming Committees.