

ICPC Policies and Procedures - May 25, 2017



Revision of “ICPC Policies and Procedures”, dated July 4, 2001.

Revision Passed: 25 May 2017 Vote: EC: 10 for, 0 opposed, 0 abstained, 1 absent

Minor Edits: On May 25, at the ICPC EC request and with TSPF Board of Directors approval, The Sports Programming Foundation was renamed the ICPC Foundation. A note was added clarifying that the ICPC Executive Director is an officer of the ICPC Foundation. wbp.

Mission:

The ICPC, the “ACM International Collegiate Programming Contest”, is an extra-curricular, competitive programming sport of the universities of the world. ICPC competitions provide gifted students opportunities to interact, demonstrate, and improve their teamwork, programming, and problem-solving prowess. The ICPC is a global platform for academia, industry, and community to shine the spotlight on and raise the aspirations of the next generation of computing professionals as they pursue excellence.

Goals:

Decisions shall be governed by the following goals:

- Attract as many students as possible.
- Attract as many colleges and universities as possible.
- Draw from as many geographical regions of the world as possible.
- Provide equitable access to the ICPC World Finals.
- Strive for competitive contests.
- Involve industry, community, and shine the spotlight on students.
- Maintain and support the volunteer base.

Culture:

Organization:

- Promote regional integrity.
- Provide global coordination.

Policy:

- Keep it simple.
- Serve, don’t rule.
- Never have the same problem for the same reason.

Principles:

- Put people first.
- Practice goodwill.
- Follow the Golden Rule.
- As needed, solve the solvable problems; resolve the resolvable issues; avoid the rest.
- Grow strong by resolving conflicts.

Membership and Tenure:

The Executive Committee (EC) is composed of the Executive Director, the Deputy Executive Director, the Executive Director of World Finals Contests, the Secretary, the Director of Regional Contests, the Director of Judging, and at most ten but not less than three additional members.

The Executive Director serves as chief executive officer and chair. The Executive Director shall have served at least three years in organizing the World Finals and at least three years serving regional

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contests. The immediate past Executive Director shall continue for two years as an additional member of the Executive Committee.

The Deputy Executive Director shall meet the same requirements as the Executive Director. The Deputy Executive Director, shall be ready, willing, and able to serve as Executive Director and shall succeed the Executive Director. Upon succession, the Executive Director will nominate a new Deputy Executive Director, who must be confirmed by the Executive Committee by a two-thirds vote.

The Executive Director of World Finals Contests is responsible for organizing World Finals and has oversight over recruiting, organization, planning, and agreement compliance for each annual World Finals. The Executive Director of World Finals Contests shall have served at least three years in organizing the World Finals.

All other members of the Executive Committee are appointed by the Executive Director for renewable terms of office not to exceed two years. Every member of the Executive Committee shall have served for at least four years in some critical volunteer management role or shall be a sponsor representative.

The International Steering Committee (ISC) consists of the Director of Regional Contests who serves as chair, the Deputy Director of Regional Contests, the Secretary, and at most twelve but not less than eight additional members. ISC membership shall be representative of ICPC global leadership. The Executive Director and Deputy Executive Director serve as ex-officio members of this committee.

The members of the ISC are appointed by the Executive Director with the advice of the Director of Regional Contests for renewable terms of office not to exceed two years. Every member of the ISC shall have served for at least three years as a director, judge, or in some other critical volunteer management role, or shall be a sponsor representative.

The Executive Director makes all other appointments annually. An appointment to a committee or operational unit are made with the advice of the committee chair or unit head. All appointees shall receive letters of appointment and annual recognition of service certificates.

As an academic community, the ICPC practices a form of tenure in which those in good standing continue to serve, but not necessarily in the same role, and subject to need.

The Executive Director may remove any appointee after consultation with those to whom the appointee reports. The Executive Director may be removed for cause by a two-thirds vote of the EC should the cause not be remedied within 30 days of notification.

When necessary to disambiguate titles, ICPC shall precede titles.

Organization:

The ICPC is a multi-tiered competition among teams of students representing institutions of higher education. Teams compete in Regional Contests, from which top scoring teams advance to the ICPC World Finals. The ICPC World Champions are recognized at the ICPC World Finals. Gold, Silver, and Bronze medal winners are also recognized based solely on overall performance.

The Executive Committee is responsible for establishing contest rules, policy, and guidelines. The Executive Committee shall operate independently in order to assure the integrity of the ICPC.

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The International Steering Committee establishes the ICPC Regional Rules within the context of the contest rules, resolves regional appeals, rules on internationalization issues, and recommends ways to make the contest more accessible and attractive to international participants. The International Steering Committee approves regional variations to the ICPC Regional Rules. No regional variations are permitted for the appeals process and eligibility requirements as defined in ICPC Regional Rules.

Management:

The ICPC is managed by the Executive Director who directs the activities and services of ICPC Headquarters which is hosted by an institution of the Executive Director's choice. The "ICPC Manager" administers ICPC Headquarters activities and services.

The Executive Director shall manage contest affairs, oversee budgetary matters, and assure conformance with ICPC policies, procedures and sponsoring agreements. The Executive Director allocates, disburses, and authorizes the expenditure of all ICPC funds in consultation with affected ICPC leadership and in accordance with sponsoring agreements.

ICPC Contests, such as the World Finals and Regional Contests, are organized and directed by their respective directors. The Director of Judging is responsible for the oversight of past contest problems and defining the problem domain. The Finals Chief Judge supervises judging and resolves judging exceptions during the World Finals. The Director of Judging and Finals Chief Judge recruit and recommend judges and work together with them to formulate problems and establish judging criteria for the ICPC World Finals.

Rules:

Contest Rules are determined by the Executive Committee with the advice of the International Steering Committee and will be published within one week of the previous year's ICPC World Finals. These rules are interpreted and enforced by the Executive Director. If unforeseen circumstances dictate a rules change, the Executive Director shall make reasonable efforts to confer with affected parties before making such a change.

ICPC World Finals:

The ICPC World Finals is an academically credentialed event held each year, typically during the months of March-June. The ICPC World Finals is hosted each year by one or more designated "World Finals Host" institutions. Teams competing in the ICPC World Finals are selected from teams competing in ICPC Regional Contests.

The ICPC World Finals is organized in conjunction with the World Finals Host by the Director of ICPC World Finals who also negotiates and arranges for World Finals facilities, activity and meeting space, sponsor requirements, and hotel room accommodations with the assistance of the Executive Director.

A Letter of Commitment shall be executed between the Host and the ICPC identifying financial responsibilities, space and setup requirements, food and beverage, hotel room accommodations, sponsor requirements, publicity and host organization including appointment of the Host's World Finals Director for that year who is responsible for conducting of the World Finals competition within the Contest Rules and guidelines established by the ICPC Executive Committee.

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The Director of Regional Contests is responsible for conducting the Regional Contest Directors' Symposium, the Regional Contest Directors' Meeting, and the ISC Meeting.

ICPC Regional Contests:

ICPC Regional Contests are held each year according to the ICPC Regional Contest Rules. Each Regional Contest is organized and operated by a Regional Contest Steering Committee, chaired by a Regional Contest Director who appoints the members. At least one of the members must be a faculty or staff member from another university willing to host a Regional Contest in the future.

The Executive Director appoints Regional Contest Directors (RCDs) with the advice of the Director of Regional Contests. Each RCD recommends a Deputy RCD for appointment who is willing to serve as RCD as needed. The RCD recruits a Regional Contest Steering Committee that is responsible for localizing the Regional Rules for its own Regional Contest, subject to approval by the Director of Regional Contests. All such rules must comply with existing sponsor and hosting agreements.

Funding of ICPC Regional Contests:

Regional Contests are financially autonomous, ICPC-branded events of the host institutions. Nevertheless, Regional Contests must submit budgets for review to assure that funding and expenses are reasonable and must assure that all sponsorship requirements are met, before administrative and logistical support for the Regional Contest may commence. All Regional Contests must award ICPC certificates, use ICPC badges, and provide conforming ICPC T-shirts. All Regional Contests must comply with ICPC sponsoring agreements regardless of whether ICPC or sponsor funding is provided. Regional Directors may not execute sponsor agreements without the approval of the Executive Director.

The ICPC Foundation (formerly, The Sports Programming Foundation):

The ICPC Foundation is responsible for sponsorship, fundraising, organizational, outreach and operational matters in compliance with these Policies and Procedures and the Constitution and By-Laws of the ICPC Foundation. The ICPC Executive Committee is affiliated with the ICPC Foundation for the purposes of executing agreements with organizations and universities who provide services or host ICPC management and contests. The ICPC Executive Director reviews and approves all sponsorship and auspicing agreements. The ICPC Executive Director is responsible for notifying contest volunteers in a timely manner of compliance requirements. Every effort shall be made to preserve the value of sponsor benefits. *Note: The ICPC Executive Director is an officer of the ICPC Foundation.*

Upsilon Pi Epsilon (UPE):

Since 1970, Upsilon Pi Epsilon, the International Computer Science Honor Society has provided continuous support for the ICPC. The ICPC and UPE operate in goodwill. UPE organized the earliest ICPC contests under the name "The Scholastic Programming Contest." UPE provides performance awards for ICPC World Finalists. Courtesy of the World Finals Host, UPE traditionally hosts a reception or luncheon for contest participants the day preceding the ICPC World Finals.

The Association for Computing Machinery (ACM):

The ICPC operates under the auspices of ACM. The ICPC and ACM operate in goodwill. ACM maintains the "ICPC Fund" from which sponsor funds are expended as determined by the ICPC Executive Director and sponsor agreements. ACM traditionally hosts a Coaches Appreciation Luncheon at the World Finals. This event can be co-branded. The ICPC assists ACM in recruiting student members. Any property or assets ACM acquires through the ICPC Fund or on behalf of the ICPC shall be under the control of the ICPC, and in the event of dissolution, ownership shall be transferred to the auspicing

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institution of the ICPC Executive Committee's choice. Every effort will be made to preserve the value of sponsor benefits.

Naming Convention:

Each ICPC competition has official names that include branding and host acknowledgement. An official name should be used at least once in each official presentation that refers to the competition with simpler names used thereafter. Press releases will include references to official ICPC websites and contacts.

Modifying the Policies and Procedures:

These Policies and Procedures may only be modified by a two-thirds vote of the ICPC Executive Committee. Changes must not invalidate the terms of existing agreements while they are in force.

Publication:

The current Policies and Procedures shall be posted at the ICPC Website published by ICPC Headquarters.

ICPC Headquarters Host:

Baylor University

Executive Committee Positions:

Executive Director: William B. Poucher

Deputy Executive Director: Michael Jeffry Donahoo

Executive Director of World Finals: Michael Jeffry Donahoo

Secretary: Roman Elizarov

Director of Regional Contests: James Comer, term ends 2017.

Director of Regional Contests: Roy Andersson, term begins 2017.

Director of Judging: Jo Perry

Judging Positions:

Director of Judging: Jo Perry

World Finals Chief Judge: John Bonomo

2017 Executive Committee:

Steve Bourne

James Comer

Joe DeBlasi

Jeff Donahoo

Roman Elizarov

Yousry El Gamal

C. J. Hwang

Wenxin Li - appointed 10 May 2017

Boba Mannova

Jo Perry

Bill Poucher

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2017 Extended Executive Committee:

Roy Andersson
Joe Bonomo
Steve Bourne
James Comer
Ricardo Dahab
Joe DeBlasi
Jeff Donahoo
Roman Elizarov
Yousry El Gamal
Mohamed Fouad
Song Gao
C. J. Hwang
Ali Orooji
Wenxin Li - appointed 10 May 2017
Jan Madey
Boba Mannova
Karen Moawad
Jo Perry
Bill Poucher

2017 ISC

Roy Andersson, Chair
Raewyn Boersen
James Comer, Deputy
Ricardo Dahab
Roman Elizarov
Mohamed Fouad
Phalguni Gupta
CJ Hwang
Ossama Ismail
Katsuhiko Kakehi
Toni Logar
Boba Mannova
Ali Orooji
Vladimir Parfenov
Bill Poucher, ex-officio
Jeff Donahoo, ex-officio