

Policies and Procedures for the ACM International Collegiate Programming Contest

Submitted: July 3, 2001

Approved by ICPC Executive Committee Action: Approved July 3, 2001 (8 for, 0 against, 1 on vacation)

Changes since May 21, 2001:

1. Renamed the ICPC Steering Committee to the ICPC Executive Committee to avoid confusion with the ICPC International Steering Committee
2. Renamed the ICPC Director the ICPC Executive Director to avoid confusion with site, regional, super regional directors, and other directors.
3. changed "best efforts" to reasonable efforts (in red)
4. added a section on changing the PPG (in red)

Mission:

The ACM International Collegiate Programming Contest (ICPC) provides college students with opportunities to interact with students from other universities and to sharpen and demonstrate their problem-solving, programming, and teamwork skills. The contest provides a platform for ACM, industry, and academia to encourage and focus public attention on 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 areas of the world as possible.
- Provide equitable access to the ACM-ICPC World Finals.
- Strive for competitive contests.
- Involve industry 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.
- Follow the Golden Rule.
- Solve all solvable problems; then resolve all resolvable problems; finally, avoid the rest.
- Grow strong by resolving conflicts.

Membership and Tenure:

The ICPC Executive Committee is composed of the ICPC Executive Director, the ICPC Secretary, the Director of Regional Contests, the Finals Director, the Director of Judging, and at most five but not less than two other members. The ICPC Executive Director serves as chair. The immediate past ICPC Executive Director shall continue for one year as an additional member of the ICPC Executive Committee.

The contest is managed at Baylor University under the direction of Dr. William B. Poucher who serves as the ICPC Executive Director. All other members of the ICPC Executive Committee are appointed by the ICPC Executive Director for renewable terms of office not to exceed two years. Every member of the ICPC Executive Committee shall have served for at least four years as a director, judge, or in some other critical volunteer management role, or shall be a sponsor representative. It is further expected that the ICPC Executive Director shall have served at least two years in organizing the ACM-ICPC World Finals.

In the event that the ICPC Executive Director cannot fulfill the duties of the office, the ICPC Executive Committee will select one of its members or a past ICPC Executive Director to assume those duties.

The ICPC International Steering Committee consists of the Director of Regional Contests who serves as chair, the ICPC Secretary, the Super Regional Directors, and at most five but not less than two other members. The ICPC Executive Director serves as an ex-officio member of this committee. The members of the committee other than the ICPC Secretary are appointed by the ICPC Executive Director upon the recommendation of the Director of Regional Contests for renewable terms of office not to exceed two years. Every member of the ICPC International Steering Committee shall have served for at least two years as a director, judge, or in some other critical volunteer management role, or shall be a sponsor representative.

The ICPC Executive Director makes all other appointments annually. An appointment to a committee or operational unit requires a recommendation from the committee chair or unit head. All appointees shall receive letters of appointment and annual recognition of service certificates. Every effort is made to continue those who have served, but not necessarily in the same role. The ICPC Executive Director may remove any appointee after consultation with those to whom the appointee reports.

Organization:

The ICPC is a two-tiered competition among teams of students representing institutions of higher education. Teams compete in Regional Contests, from which top scoring teams advance to the ACM-ICPC World Finals. As determined by the ICPC Executive Committee, Regional Contests are grouped into Super Regions. Super Regional Champions and the overall ICPC World Champions are recognized at the ACM-ICPC World Finals. Gold, Silver, and Bronze medal winners are also recognized.

The ICPC Executive Committee is responsible for establishing contest rules, policy, and guidelines. The ICPC Executive Committee shall operate independently in order to assure the integrity of the ICPC. The ICPC International Steering Committee establishes the 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 ICPC International Steering Committee approves regional variations to the Regional Rules.

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

The ACM-ICPC 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 ACM-ICPC World Finals. Super Regional Directors are responsible for recruiting and recommending the appointment of Regional Contest Directors and coordinating their efforts with the ACM-ICPC World Finals.

Rules:

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

ACM-ICPC World Finals:

The ACM International Collegiate Programming Contest World Finals, hereinafter called the "World Finals," is an event held each year, typically during the month of March. Teams competing in the World Finals are selected from teams competing in Regional Contests. The World Finals is organized and administered by the ICPC Executive Director who also negotiates and arranges for World Finals facilities, activity meeting space, and hotel room accommodations. The ICPC Executive Director shall coordinate with the sponsor to assure availability of suitable space for sponsor events and activities. If the event is hosted by a conference, a letter of agreement shall be executed identifying all space and setup requirements and registration requirements as part of the joint agreement.

The Finals Director is responsible for the conducting of the World Finals competition within the Contest Rules and guidelines established by the ICPC Executive Committee. The Director of Regional Contests is responsible for conducting the Regional Contest Directors' Symposium, the Regional Contest Directors' Meeting, and the ICPC International Steering Committee Meeting.

Regional Contests:

Regional Contests are held each year according to the Regional Contest Rules, typically no later than the Sunday following the third Saturday in November. 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 ICPC Executive Director appoints Regional Contest Directors at the recommendation of the Director of Regional Contests. Each Regional Contest Steering Committee localizes the Regional Rules for its own Regional Contest, subject to approval by the Director of Regional Contests. There must not be any deviation in eligibility criteria or in the process for appeal. It is presumed that regional contest rules will not deviate significantly from the Contest Rules so that teams might not be at a disadvantage when competing in the ACM-ICPC World Finals.

Funding of Regional Contests:

Regional Contests are financially autonomous, ACM-ICPC-branded events of the host institutions. Nevertheless, Regional Contests must submit budgets for review to assure that funding and expenses are reasonable and 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.

Upsilon Pi Epsilon:

Upsilon Pi Epsilon, the International Computer Science Honor Society, has supported the ICPC longer than any other society. UPE sponsors awards for all ICPC World Finalists. UPE traditionally hosts a reception or luncheon for contest participants the day preceding the ACM-ICPC World Finals. The ICPC shall provide space and the basic set up for the UPE business meeting and reception or luncheon at no charge. The basic set up includes chairs, tables, risers, dais, and house microphone. Any other set up or decoration is at UPE expense.

Sponsorship of the Contest:

The ICPC Executive Director shall notify contest volunteers in a timely manner of requirements to comply with ICPC sponsoring agreements. Every effort shall be made to preserve sponsor benefits.

Modifying the Policies and Procedures:

These Policies and Procedures may only be modified by a 2/3 vote of the ICPC Executive Committee. The current Policies and Procedures shall be posted at the ICPC Web Site.