

June 3-5 SIGGRAPH EC Meeting San Mateo, CA

7 pm-10 pm Friday	Working Dinner (some of these may rollover to Sat am based on time) <ol style="list-style-type: none">1. Update on Project Manager (Jeff)2. Google Apps Update (Aaron, Paul)3. Cooperation Agreement with VGTC (Jeff)4. YouTube Streaming Update (Jeff)5. Conference Session Recording/SVR Update (Jeff, Cindy)6. RFID Tracking Update (Jeff)	Cypress Room
------------------------------------	---	--------------

Attendees: Ashley, Alain, Jeff, Bob, Paul, Aaron, Cindy, Scott, Dave, Evan, James, Ramesh

UPDATE ON PROJECT MANAGER

- Interviewed two people, offered the job to one candidate and the person declined.
- Kristy has taken over the project management duties throughout the Conference
- **ACTION ITEM:** Put this out again and make it go to a wider audience
- **ACTION ITEM:** EC members need to review the proposed job description and add other items they think need to be added to it.

GOOGLE APP UPDATES

- Google Apps Demo
- Two docs sent out
 - How To
 - Google Groups Organizational document
- Motivation
 - Problem we are solving, proper access to all the folders
 - Benefits to have the groups be useful to email
 - Main complaint was the constant switching between main gmail account and the ACM SIGGRAPH account
- Three different groups
 - Positional group
 - Organizational group
 - Transient Group
- The positional groups allow you to add your multiple accounts and allow you to login with just one account
 - Admin is taking care of who is in the positional groups
- Transient groups are the groups that only last one year, like CAF 2017 group, and any Conference Committee

- In the Google Groups Organizational document, you can see all the groups that have already been created.
- This original configuration was for sharing documents and not for email.
 - If we use it for email, then Google will store it and people have to be aware that it is stored for all to see.
 - Think about how we need to configure email
 - There are options to turnoff/on emails to each of the accounts that are added to the groups
- We can start for the SIGGRAPH 2017 groups; we are too late for 2016.
- **ACTION ITEM:** Review the ramifications of email being included in this
- **ACTION ITEM:** Get SIGGRAPH 2017 on board with the process

COOPERATION AGREEMENT WITH VGTC

- EC Approved and now VGTC has approved
- Will sign at SIGGRAPH 2016
- **ACTION ITEM:** Get agreement signed at SIGGRAPH 2016

RECORDING AND STREAMING

DURING CONFERENCE

- Freeman to record content in 8 rooms
- Freeman to live stream 10-12 sessions
 - Can record more, just increases cost
 - Mona and team have identified 20 sessions for streaming and will down select
 - Streams to be available through website and conference Video wall
- YouTube used to stream other sessions
 - Brad and Scoop team to handle YouTube streaming
 - Have full access to YouTube API
 - Links to YouTube content should look the same as links to Freeman AV content
 - No YouTube costs for streaming
 - Benefit of stickiness
- Need full analytics no matter where we stream from

POST CONFERENCE

- All recorded content from Freeman will go to ACM DL and Blue Sky
- Freeman will edit the recorded content and distribute it within 2 weeks after the conference
- Separate contract with Blue Sky for post-conference streaming
 - SIGGRAPH University will be in Blue Sky for free for all people
 - Blue Sky will set up streaming as an eCommerce site and we have a choice to charge or not.
 - Possible monetization options
 - Give away for free for one year, and next year we get in front of it and advertise the heck out of it.

- Everything we stream, we give for free, and we charge for things that we didn't
- Stephen has been talking to ACM and says that we can stream this content as well, but we have not had the ability to really test this out.
- **ACTION ITEM:** Move forward with Blue Sky
- **ACTION ITEM:** Brad to ensure that there is no difference in the look and feel from the Conference streaming and the YouTube Streaming- need to have the same interface

SVR UPDATE

- Will continue with creation of SVR/CAF under Stephen Spencer and Dana Plepys
- USB CAF sticks with content will be sold for \$30 for post conference delivery
- USB conference content sticks with content will be sold for \$30 for post conference delivery
- SA wants to put both CAF and conference content on the same stick

TRACKING UPDATES- QR CODES

- Proposed for \$10K- 10 scanners with QR Codes
- Asked for pricing on more scanners
- QR Codes are being printed on the badges
- Experience Hall access will not be tracked
- 8 rooms for full conference access and tracking
- Need to follow up with Dave to have 2 scanners per room
- Justin used the same system at GDC that is being proposed and it is fast and not invasive
- Dave is asked about whether the badge will give access data so SVs can turn people away if they don't have correct access levels – answer is no
- Add Daytime Select to this program
- **ACTION ITEM:** Moving forward with Dave's proposal, Jeff to follow up with Dave on more scanners for better coverage

COMPS FOR EC CANDIDATES

- Candidates asked to attend candidate forum and EC meeting
- Expected that candidates will be attending the conference
- **Policy decision** to cover one night's hotel cost for candidates
- **ACTION:** Ask candidates to submit a reimbursement form for one night of hotel

8:30 am- 12:30 pm Saturday	<ol style="list-style-type: none"> 1. Nominations/Elections Committee Update-Approval of Communications and DAC chairs (Scott) 2. Reappoint Service Awards Chair (Scott) 3. Bogota Update 4. PHD Award Update 5. Conference Journal Proposal Update (Jessica) 6. Budget/Treasurer Update (Dave) 7. Budget Discussion (Jeff) 8. Governance Working Group Report (Mark Thorsby-via Zoom) 	Cypress Room
---	--	-----------------

Attendees: Ashley, Alain, Scott, Bob, Jeff, Brian, Dave, Aaron, Paul, Cindy, Evan, Ramesh, Jessica, James

NOMINATIONS/ELECTIONS COMMITTEE UPDATE

- **Motion**: to reappoint Barb Helfer as Communications and Membership Chair for a 3-year term.
 - Motion - Jeff Jortner
 - Second - Brian Wyvill
 - Motion Passed
- **Motion**: to appoint Victoria Sabo as DAC chair for a 3-year term.
 - Motion - Jeff Jortner
 - **Second** - Paul
 - Motion Passed
- Chapters chair - candidates to be presented in the next couple of weeks
- Chairs working on their guideline documents and Charters
 - Using the DAC template as the model
 - Follow the Conference model, and have some continuity and vision of the Chair

REAPPOINT SERVICE AWARD CHAIR

- Ask for completion of documentation of selection process
- **Motion**: to reappoint Terence Masson to serve as Service Awards Chair for three years
 - Motion - Jeff Jortner
 - Second - Brian Wyvill
 - Motion Passed

BOGOTA UPDATE

- SIBGRAPI - Teamed up with them to host a technical portion of the Conference
- Steering committee is set up:
 - International (steering committee)
 - Brian Wyvill (Canada and SIGGRAPH EC)

- Joaquim Jorge (Portugal and SIGGRAPH special conferences chair)
- Diego Guterrez (Spain)
- Paul Debevec (US)
- Brazil (liason with SIBGRAPI - <http://gibis.unifesp.br/sibgrapi16/>)
 - Manuel Menezes de Oliveira Neto
 - Helio Viera Lopes
- Columbia
 - Hernando Bahamon (chair of the Bogota SIGGRAPH chapter)
 - Jose Tiberio Hernandez
 - Pablo Figueiro
- Conference is discussion the invitation of key speakers
- Conference Dates: October 12-14, 2016
 - Gaming and Animation
 - Supported by the Colombian government
 - 60/40 split between the government/ ACM SIGGRAPH
 - Joaquim is working on the paperwork via ACM SIGGRAPH

PHD AWARD

- Ming Lin congratulated on excellent job putting together the program
- Eduardo S. L. Gastal, Student from Brazil won the award
 - Prize- Registration and Travel
 - Same as the other award winners
 - 10-minute talk during the Award Talks
- Putting the supervisor's name on the web page
- Brian is working with Michele in how we are handling this in the Awards Talk - Cindy sent a follow up email to Michele and copied Brian

TREASURER REPORT

- Running a bit of a deficit
- Any items that need to discuss?
 - Are we making any strategic investments with the monies we have
 - Comps have stayed the same
 - Need an organizational comp review
- Capital Investments like projector, monitors
 - Who's storing it, who is tracking it
 - Isn't cheaper just to rent?

EUROGRAPHICS AFFILIATE AGREEMENT

- Ends in August
- Agreement to be resigned at the Conference

CHI REPORT OUT

- Felt very academic and more subdued than SIGGRAPH
- Large number of student attendees
- Struggling to not lose the practitioners

- Also have retention issues is less than great
- EC is based on responsibility
 - One of the chairs function is professional development
 - Another is Member Benefits
 - SV's are on the EC
 - Brings them up in the organization
- Have issues around doc sharing as well
- Robots were disruptive, and there was no way to control the volume
 - 10 was too many
 - Switched it up where people are on for only one day
 - Had some issues and not inexpensive
- Had SVs conducting UX studies with attendees
- Small workshop/tutorials was of great value
 - Workshops on Saturday- hands on- 20-25 people per workshop
 - Engagement of an attendee is different in a venue where people can actually participate
 - **ACTION ITEM:** Ask CAG about looking at other small venues for ways to monetization.
 - Discussion-
 - Have them look at CHI. What is the motivation?
 - 2017 have them try something specific
 - Cindy, Ashley, and Paul have enough info to have the CAG brainstorm around this idea
 - Make it a multi-year commitment to see if it is successful
 - Workshops and Case Studies are the two venues
- Use the student volunteers for service (SIGGRAPH has started with the XSV program)
- Have momentum on topics that are hot
- Exhibition was just a huge recruitment vehicle for the major plays in SV- Google, Facebook, etc

GOVERNANCE WORKING GROUP REPORT

- Mark Thorsby participated by videoconference
- EC thought the report was a good step forward.
- Felt there was a need for more details particularly about how operations would be handled.
- Working group report was accepted as an interim report and the group was asked to report back at the July EC meeting after the conference.

<p>1:30 pm-5:30 pm</p> <p>Saturday</p>	<ol style="list-style-type: none"> 1. SIGGRAPH Next Update (Ramesh) 2. CAG support of SIGGRAPH Next (Evan & Paul) 3. Value Prop Working Group Report (Evan & Bob) 4. Breakouts <ol style="list-style-type: none"> a. Governance b. Value Prop c. Budget (if needed) 	<p>Cypress Room</p>
--	---	---------------------

Attendance: Ramesh, Ashley, Alain, Jeff, Scott, James, Dave, Bob, Brian, Jessica, Aaron, Paul, Cindy, Evan

EC APPROVAL OF TECHNICAL PAPERS CHAIR FOR BOTH SIGGRAPH AND SIGGRAPH ASIA

- Motion: EC ratifies the SIGGRAPH and SIGGRAPH Asia Papers Chairs
 - Motion - Brian Wyvill
 - Second - Jessica Hodgins
 - Motion Passed
- **Policy decision**: Conference will send list of candidates to EC from the PAG. EC will review candidates on list which is then given to Conference Chair. The candidate list is to be kept confidential within the EC.

SIGGRAPH Asia 2017

- Preferred Days- Monday, November 27th- November 30th
- Travel will conflict with the US Thanksgiving Holiday because travel will need to travel the Saturday after Thanksgiving to be there for the Monday, 27th start session
 - If we can push it a day, it sounds like it could be a workable plan
 - The week before is OK but it also interferes with the holiday as well

SIGGRAPH NEXT UPDATE

- Promote ideas beyond what is already happening
 - Emerging technologies will propel us for the next five years
 - Hard to get emerging areas into Papers program
 - Make this a multi-year program
 - Make the program a strategy program, on how we can move the community in new direction which will be impactful to the community
 - Look at research that is happening in industry
 - Some of these are applied research problems and we don't usually give this type of research much respect

- June 2016 deadline for speakers, need to know by the next committee meeting for conference to make it happen
 - Concerns that if we want it to be juried, it will turn into the just another program
 - Needing someone with higher, more notable credentials to be able to get the people to submit
 - Existing Chairs or committee members don't have the skill set or the notoriety to make this happen
 - Strong curated content
 - Ramesh/Evan will get the speakers and SIGGRAPH 2016 will handle the details
- EC owns it and we will work with the CAG to make this happen

EUROGRAPHICS

- Open Access has been given to all the Specialized Conferences, and this has not been agreed to by Eurographics and other co-sponsoring organizations.
 - Eurographics would be satisfied with having open access links on their site
 - Ask SIGGRAPH conference to become in-cooperation with Eurographics

DEVELOPING COUNTRY DISCOUNT FOR MEMBERSHIP

- Motion: Have our dues follow the ACM Level Pricing fee structure for emerging.
 - **Motion:** Brian Wyvill
 - Second: Dave Shreiner
 - Motion Passed

CHAPTERS DISCUSSION

- Starting a new chapter
 - Needs to have a section of information for new people
 - Lack of marketing material for Chapters
- Believed that information does exist but should be made easier to find

<p>8:30 am-12:00 pm</p> <p>Sunday</p>	<ol style="list-style-type: none"> 1. Communications Committee Update (Barb) 2. Information Services Committee Update (Aaron) 3. Developing country discount for membership/membership fees (Brian) 4. Reports from other Conferences <ol style="list-style-type: none"> a. SIG-CHI (Evan) (COMPLETED SATURDAY) b. Eurographics (Jeff, Brian)(COMPLETED SATURDAY) 5. Conference Updates <ol style="list-style-type: none"> a. SIGGRAPH Asia update (Alain) b. S2016/S2017/S2018 (Rebecca) 6. Plan for Meeting at Conference (Jeff) 	<p>Cypress Room</p>
---	--	---------------------

Attendees: Jessica, Ashley, Alain, Dave, Bob, Jeff, Scott, Brian, Aaron, Paul, Cindy, James

ARCHIVING OLDER CONFERENCE WEBSITES

- Conference sites from 2007-present are sites of concern
 - Sites are not saved in a static form and are being attacked
- S2010-S2015 have the same structure, and can be archived in the same manner
- S2007-2009 conference sites have a different structure
- Q has given a quote to archive the sites
- Q is working with Communications and Information Services to finalize an archival strategy

COMMUNICATIONS UPDATE

- Excellent working relationship with conference media teams
- Social Media channels have increased participation
- Teresa Hardy stepping down from team. Will need to find replacement(s) with the following skills
 - Drupal expertise
 - SEO for organization and conferences
 - Website Analytics
- **International Resources Committee**
 - Jacky Bibliowicz is the current chair
 - Diana Arellano is the incoming chair, and will serve for 3 years
 - Committee continuing work with other EC committees and SIGGRAPH conferences
- Powerpoint presentation included with backup

INFORMATION SERVICES COMMITTEE

- Replacing current SIGGRAPH computer servers
 - Virtual Machines will be used to split out areas to reduce vulnerability
- Working with the Chapters and standing committees about WordPress issues
- Testing DL capabilities
- RFID testing
- Archiving of the website
- Analytic data collection

CONFERENCES

2016

- Full Conference is doing well against 2013
- Advance Program was just posted
- Running behind in One Day Passes
- Select Conference is down, but since pricing was set to make the Full Conference attractive, we are looking at this weekly
- Exhibits Plus- going well
- Exhibits Only- we have reintroduced these
- Exhibitor Guest Cards- we were down on these last year, and we think it is the reason we were down in attendance last year. Have implemented reports for HEI to better track this for 2016 and proactively followup with exhibitors.
- Job Fair- we are doing well. Already met budgeted number of booths.
- Cautiously optimistic with the budget vs registration
- 25 students bought platinum
 - Most valuable is getting first in line for the different venues
- Running about 500 hotel rooms more than this time in 2013
- Content has been scheduled- changed how that process worked. Rather than doing it as part of the Unified Jury, did the scheduling at the April committee meeting with the current year committee. Also worked individually with Program Chairs to pre-schedule some of the content so it took much less time at the in-person scheduling. Worked very well.
- Focus- on the attendee and contributor experience
 - Happy Hour Bars, calling them BarGraph
 - Happening in the technical session area
 - Happening in the Exhibit Hall
 - Happening in the Attendee Lounge
 - Goal is to have a drink and network
 - Mobile App,
 - Continuing with Double Dutch. Know problems from past so feel we are ahead of the game in getting in ready.
 - Will have a soft opening so Committee members can go out and test it before it's distributed to the entire audience.

- Will use it to have special messages for Platinum Attendees advising them of surprise offerings.
 - Reception
 - Do Glow Badges that recognize them to attendees
 - In the plaza between the hotels where SIGGRAPH After Dark was in 2013
 - Wish List
 - Welcome breakfast to Contributors in the experience hall
 - Reception in The Studio for Feuding City- distribute drink tickets
 - Laptop stickers
 - Mascot Buttons and cutouts for selfies
- Video Wall
 - Streaming Content free
 - Call out events that are happening that day- have call outs on things to do in the next few hours.
 - Digital copies of old slide sets are available if desired to be used
- We are using Double Dutch- launch 5 weeks out for the EC, Conference
- ACM Digital Library App with the schedule from SIS and the DOIs for the papers is being implemented by the organization (this was not part of a report out that I did?)
- Next weekend is the last Logistic Fair

2017

- Graphic Identity
 - Finalized later this week
 - Created a small committee of people from his team
 - Using the I Heart Concept
- Redesigned booth to make it more interactive
 - Will have fun things like a Pancake Bot and a Lenticular Photo Booth
 - Avatar for this committee is incorporated on the wall
 - Need to educate the 2017 Committee on how to use the booth
 - Need to relocate SA2016 (was co-located in the past)
- Looked at the LA Convention Center differently
 - Experience Hall is down in Kentia Hall
 - Plan to use projection mapping
 - No longer need West Hall B, and we will put the sessions in South Hall, and we hope the lobby there will be active
 - Release space- cost is nothing
 - Entire West Hall is open, and the Convention Center could book someone to use that space
- Committee currently writing their vision statement

2018

- Working with Roy on how to better spend his time interviewing candidates

- Roy is going to interview over ZOOM, especially if he is familiar with the candidate
- Roy has asked for past survey data, so he can correlate the success of a program with the detail of the program plans for that program. He hopes to help architect a strategic direction and story/development arc for programs going into 2018. This will assist him in targeting the value of each conference interest area or will illustrate potential areas for investment, strategic growth initiatives as well as the creation of targeted messaging for the various communities SIGGRAPH serves.

CAG

- CAG identified potential CAG Chair Candidates for potential meetings onsite
- **Proposed Policy Decision**: Handle the CAG Chair Candidates similarly to the Papers Chair because EC has to approve. Give the EC the names now, Rebecca needs to know before interviewing if the EC has concerns. The assumption is that once the names have been vetted, final approval will be given.

TRAVELING CAF

- How can we stream it?
- Roy had mentioned a method to Jeff for streaming securely

SIGGRAPH CONFERENCE/EC ACTIVITIES

- There will be no joint event on Friday evening with S2017 committee.
- Saturday- Joint Lunch with conference committee
- EC Meeting – Friday after conference
 - Governance report will be presented
- October EC Meeting
 - CAG will meet in Vegas- Saturday 22-24 or San Jose, Friday 21-23, at Cogswell University
 - Joint meeting in this timeframe with the CAG is problematic because it is the biggest logistical meeting for the group. They are analyzing data, making changes, and interviewing future Chairs.
 - **ACTION ITEM**: To send out survey for EC October meeting with a deadline for response
- Have the January Meeting after the CAG Meeting?
 - Invite extra people to this meeting from the CAG
 - Cindy feels January is a better time for the joint meeting.
 - **ACTION ITEM**: Jeff to follow up with Rebecca about January meeting

VALUE PROP

- Meeting onsite at conference is devoted to governance
- Try to get a few more calls for future strategic meetings before the October face-to-face meeting- have one prior to SIGGRAPH