

October 2014 EC/CAG Meeting Public Minutes

Date: 10/03/2014 – 10/05/2014

Location: W Hotel, San Diego, California

Minutes: Kristy Barkan, ACM SIGGRAPH Project Manager

Attendees: Angela Anderson, Kristy Barkan, Tony Baylis, Bob Berger, Ashley Cozzi, Christine Hilgert, Evan Hirsch (Sun), Jessica Hodgins, Masa Inakage (Sat, Sun), Jeff Jortner, Mona Kasra, Farrah Khan, Jacki Morie, James O'Brien, Scott Owen, Ramesh Raskar, Dave Shreiner, Cindy Stark, Rebecca Strzelec, Jackie White, Brian Wyvill

Guests: Jerome Solomon, Judith Crow, Roy Anthony

FRIDAY, OCTOBER 3

1. SIGGRAPH promotional video

- a. An idea was proposed to create a promotional video to be shown before the traveling CAF content when it is screened at chapters, etc. To take advantage of the opportunity to promote the organization and the next conference.

Consensus: The SIGGRAPH promotional video and bumper slide/video are both good ideas.

Action Items:

- I. Jeff to talk with Brad Lawrence (Digital Assets Chair), have him will begin to chat with marketing and media to develop a plan of action for the SIGGRAPH promotional video.*
 - II. Kristy and Jeff to talk with Brad Lawrence about the possibility of creating a bumper (short video/slide promo of SIGGRAPH) to make available for contributors to append to their YouTube/Vimeo videos.*
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2. Art gallery archive

- a. Basak Senova has proposed a new plan for archiving art gallery work, and has volunteered to lead the initiative.

Consensus: The art archive is a good idea, esp. if it doesn't require funding.

Action Item:

- I. James and Mona to talk with Basak; have her flesh out the idea further and come back to the EC with a more detailed proposal (there are no objections to her idea).*
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3. Nominations committee

- a. Scott Owen, nominations committee chair, announced the slate of 2015 EC elections.
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4. Officer slate option

- a. The concept of conducting elections differently in the future was proposed.

No decision/consensus

5. January meeting (Jan 23-25) location, May dates + location

- a. It was suggested that the meeting should be further east.
- b. CAG attendance is a priority, as the conference budget will be discussed

Consensus: meeting will be either in Atlanta, New Orleans or TBD

Action Item:

- I. Rebecca and Jeff to decide on location.**
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6. Ph.D. award

- a. A concept for Ph.D awards was suggested, similar to Eurographics Ph.D awards.
- b. The idea is for three awards to be handed out at each conference

Consensus: there is some general support for the idea, the EC needs more information.

Action Item:

- I. Brian to talk with Jim Foley; request that he write a detailed proposal, including suggestions on when the awards will be presented and how it will tie into the rest of the conference.**
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7. Conflict of Interest postponement

- a. A new law was just passed in NY; nonprofits are now required to have conflict of interest policies. ACM will rewrite the COI policy so it complies with the new law before we officially sanction it and put it into place.

SATURDAY, OCTOBER 4

(EC only meeting - CAG meeting separately)

1. Old business

2. Approval of May and Aug 2014 minutes

Action Item:

- I. *Kristy to send online vote for May and June minutes approval online*
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3. Org/conference overlap - SCOOP, intl. committee, social media, website coordination, S3

- a. There are a number of committees that perform functions for both the organization and the conference. The discussion focused on how these groups work with both entities and if their roles need to be altered or redefined.

Action Items:

- I. *Kristy to contact Scott Lang, determine if he has made contact with YouTube spaces in NYC; ask him to visit the facility and feel out the possibilities, share any concerns.*
 - II. *Jeff and Bob to create an outline of the high-level responsibilities for all committees but S3 and Communications by the January meeting -- with a plan to build from there to create comprehensive documentation of each committee's roles and responsibilities*
 - III. *Scott Owen to work with Corrine Price to document the roles and responsibilities of the S3 Committee by the January meeting*
 - IV. *Jacki Morie, Jeff and Evan to work with Barb to create an outline of the high-level Communication Committee responsibilities by the January meeting -- with a plan to build from there to create comprehensive documentation of the committee's roles and responsibilities*
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4. Future meeting

- a. In the future, meetings should be planned well in advance to determine exactly who needs to attend (specific chairs, for example) and what will be covered at the meetings.

Action Items:

- I. *Bob and Ashley to work on a set, recurring meeting rhythm for the meetings -- things that will always be covered at the meetings at various points in the year, people who will be in attendance, and regions pre-determined for each time of year.*

- II. *Jeff and Rebecca to give feedback on the first draft of the meeting rhythm document for further revision.*
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5. Strategy - why, what and how - defining SIGGRAPH's identity

Consensus: A clear value proposition for SIGGRAPH needs to be defined.

Action Items:

- I. *Evan to send an email to all EC and CAG members to request a 3-sentence (max) value proposition for SIGGRAPH*
 - II. *EC and CAG members to send Evan their value proposition ideas*
 - III. *Evan to create a value proposition proposal to present at the January meeting*
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6. SIGGRAPH Asia

- a. Some observations on SIGGRAPH Asia were presented, along with ideas for improving the conference.

Consensus: A task force will be formed to come up with recommendations for SIGGRAPH Asia moving forward.

Action Items:

- I. *Brian Wyvill (heading up the task force) to send an email to the proposed members of the task force to confirm their willingness to participate.*
 - II. *Kristy to facilitate the time/location planning of a physical meeting for the SIGGRAPH Asia Task Force in November 2014.*
 - III. *SACAG to talk with Yoshifumi Kitamura (SA2015 Chair), find out what he needs (meetings/conference calls, etc) to produce a successful conference. Within a month, or month and a half, Jeff and Jackie will pull together some talking points for Koelnmesse about Yoshifumi's concerns if he feels he needs more from them than they're providing.*
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(EC/CAG joint meeting)

1. Update on SIGGRAPH 2014, 2015, 2016 (CAG)

- a. SIGGRAPH 2014 was a successful conference. Final numbers aren't in yet.

- b. SIGGRAPH 2015 team will be meeting with the Vortex team the soon about use of the Immersive DOME for 2015.
- c. VR/AR HFR content is going to be a part of 2016. The dailies program may be changed in some way.

Motion: Jeff moves to congratulate Dave Shreiner and the SIGGRAPH 2014 team on a successful SIGGRAPH conference. James seconds. Motion passes, unanimously.

Action Item:

- I. Christine/ME! to talk with vendors and determine pricing for RFID/tracking solutions for the 2015 conference.***
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2. Contractor evaluation outline (volunteer-only session)

SUNDAY, OCTOBER 5

(EC only meeting - CAG meeting separately)

1. Meeting rhythm

- a. An outline has been created of a proposed meeting rhythm for the future (covering specific topics at specific times of year, inviting chairs at certain times of year, determining specific agenda items in a specific order that will be covered at each meeting and determining general meeting locations in advance).
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2. Committee roles + responsibilities

- a. Committee chairs have been asking for some guidance on committee roles and responsibilities.
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3. Communications/digital assets committees

- a. Communications currently manages a number of committees and initiatives. There is a question of whether some of these things should continue to fall under the umbrella of communications (SCOOP, International Committee).

Action Item:

- I. Jeff, Barb, Evan, Rebecca and Jacki to form communications strategy task force (Kristy to provide data, input, reports as requested).***
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4. SIGGRAPH value proposition

- a. Ideas such as “SIG start-up” discussed as a way to bring in cutting-edge companies and technologies, build up the value proposition of the conference. *Discussion deferred until CAG present*
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(EC/CAG joint meeting)

1. S2017 conference chair recommendation

Motion:

James motions that the EC accept the recommendation of the CAG to approve Jerome Solomon as the SIGGRAPH 2017 conference chair. Motion passes, unanimously.

James motions that the EC accept the recommendation of the CAG to approve Roy Anthony as the SIGGRAPH 2018 conference chair. Motion passes, unanimously.

2. Interactive strategy and interactivity advisory group

- a. A number of people have been invited to participate in the interactive advisory group. They would have a conference call once a month.

Action Item:

- I. ***Kristy to send the EC and CAG all the data she's gathered on the ACM SIGGRAPH web audience to provide them with further insight into the community's demographics, behavior, technology preference, interests, etc.***
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3. SIGGRAPH value proposition, cont.

- a. Ideas for ways to bring emerging areas into SIGGRAPH were explored.

Action Item:

- I. ***Within two weeks, Jeff, Marc and other EC members will have a call to discuss the working document and determine the areas to which they will consider making changes to for 2015, and other areas that we might want to work on for future years.***
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