

ACM SIGGRAPH Executive Committee Agenda

Thursday, October 31, 2019

2 - 3 PM PDT/ 5 - 6 PM EDT

ATTENDANCE:

Adam Bargteil, Executive Committee Director, and Chair-elect
Marc Barr, Conference Advisory Group Chair
Bob Berger, Leadership Consultant
Jenna Feldman, Project Manager/Conference Administration
Adam Finkelstein, Executive Committee Director
Mashhuda Glencross, Executive Committee Director
Jessica Hodgins, Executive Committee President
Mona Kasra, Executive Committee Director
Brad Lawrence, Executive Committee Treasurer
Scott Owen, Governance Committee Chair
Peter-Pike Sloan, Executive Committee Director
Cindy Stark, Conference Management
Paul Strauss, Executive Committee Director
Brian Wyvill, Executive Committee Vice President

ACTION ITEMS are marked in red text.

Decisions and recommendations are marked in green text for easy reference.

Minutes and Updates

1. Approve EC Meeting Minutes

- a. There will be a new process moving forward with approving minutes. The EC will approve the minutes from the previous meeting at the start of every EC call moving forward.

2. Strategy Group Updates

- a. Data (Peter-Pike/Adam F.)
 - i. Received 2019 conference data and looked at attendance over-time. Forwarded data to the marketing team.
 - ii. Adam F. will join the Data Strategy Group.

DECISION: Adam F. to join Data Strategy Group.

- b. Digital Presence (Paul S.)
 - i. Two priorities: 1) providing access to all of our assets, and 2) a networking platform.

- ii. Providing access to assets: continuing to work on this to set-up GRAPH database for assets.

3. Updates from Standing Chair meetings

- a. Online Communities (Paul S)
 - i. Evan is to combine marketing and communications. Chris Cheng joined as video manager.
 - ii. History Committee: Mary is working with a lot more video shooting and editing.
 - iii. Aaron/with Jenna are managing bugs in the website.
 - iv. Publications: Simon noted an issue with the replacement of volunteers with professional grade work.

ACTION ITEM: Adam B., Paul Kry, Jessica, Simon, and Paul to meet with Steven and discuss new format.

- b. Guild Grouping (Brian)
 - i. The meeting was rescheduled, everyone checked-in and reports are online.

ACTION ITEM: Brian will send suggestions to Bob for invitations to the December meeting.

4. Conference Updates

- a. SA (Mashhuda)
 - i. Conference is on track for a target for income and revenue.
 - ii. Meeting all targets for registrations.
 - 1. Do not expect to match the numbers from Japan.
 - iii. Frontiers workshops are organized.

Specialized Conferences & Governance

5. Discussion on new numbers for specialized conference registration system (Jessica)

- a. The difference between the three options is how many registration categories a conference has. If a conference wants to upgrade to another option they can opt to do that and pay the extra amount.
 - i. In summary, the conference can choose to use a different registration system, but they will not have access to the \$600 we are agreeing to cover. But if they choose the ACM system, it will be covered by this option.

Adam B. Moved to approve. Marc Seconded.

Motion: Approve template 1 for specialized conferences.

Vote: Paul, peter-pike, Brian, Marc, Brad, Jessica, Adam F., Mashhuda, Mona, and Adam B. voted to approve.

APPROVED

DECISION: Majority decision to cover fixed cost (template 1) for specialized conferences that opt to use the ACM provided registration system. The conference organizers have the responsibility to budget for per registrant costs and any additional fees.

6. Governance Policy Items to be Approved (Scott): See [items to be approved here](#).

a. Section 2.7

i. **Adam moved. Brian Seconded.**

1. Motion: To approve the vote totals and recording changes

a. Paul, peter-pike, Brian, Marc, Brad, Jessica, Adam F., Mashhuda, Mona, and Adam B. voted to approve.

i. **APPROVED**

b. Section 6.2: The EC will revisit this policy in two weeks to vote.

c. 11.5 Hotel

i. **Marc Moved. Brian Seconded.**

1. Motion: To approve the hotel reimbursement change.

a. Paul, peter-pike, Brian, Marc, Brad, Jessica, Adam F., Mashhuda, Mona, and Adam B. voted to approve.

b. **APPROVED**

d. SIGGRAPH ACADEMY: The decision was to include who would be automatically inducted into the academy, adding two categories.

i. **Brian Moved. Paul Seconded.**

1. Motion: To approve changes to the automatic SIGGRAPH Academy inductees.

a. Paul, peter-pike, Brian, Marc, Brad, Jessica, Adam F., Mashhuda, Mona, and Adam B. voted to approve.

b. **APPROVED**

Miscellaneous

7. Discussion of space at the conference (Jessica and Adam)

a. To be discussed at the following meeting.

8. Proposal to use Linklings to Manage volunteer database (Paul): See [proposal here](#).

i. Linklings is not set-up to do everything the proposal needs.

ACTION Item: Paul will coordinate a conversation with Aaron to discuss creating a volunteer database prototype in the following weeks.

ACTION Item: Paul will contact another person to find out what contractors created the student volunteer app.

- ii. Paul noted that if they created the database through the ITS committee, they will have control over it indefinitely and that will make maintenance easier moving forward.
- iii. Additionally, Adam F. suggested having an organization within SIGGRAPH that maintains a suite of software for SIGGRAPH on a volunteer basis. Paul noted he had spoken to Aaron about setting up a GitHub for SIGGRAPH.

ACTION ITEM: Paul will schedule a meeting to discuss this and send out invitations to those who are interested and available.