ACM SIGGRAPH Executive Committee Agenda

Tuesday, March 28, 2023

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:
Jesse Barker, Executive Committee Chair
Shimin Hu, Executive Committee Director
Masa Inakage, Executive Committee Director
Mona Kasra, Executive Committee Chair - Elect
Brad Lawrence, Executive Committee Treasurer
Barbara Mones, Executive Committee Director
Hanspeter Pfister, Executive Committee Director
Mikki Rose, Conference Advisory Group, (CAG) Chair
David Spoelstra, Executive Committee Treasurer- Elect
Tomasz Bednarz, SIGGRAPH Asia, (SACAG) Chair
Scott Owen, Governance Advisory Board, (GAB) Chair
Marcia Daudelin, Conference Administration

ACM SIGGRAPH organizational policies and procedures document - linked here

Join by computer or phone:
Link:https://us02web.zoom.us/j/2580029176?pwd=blR1NmU1MFV3eUdOSElwRlhTOUMzQT09
Call-in: +13126266799,,2580029176#
or +13017158592,,2580029176#
Meeting ID: 258 002 9176
Password: siggraph

Minutes:
1. 14 March 2023
    a. APPROVED

Agenda:

Agenda Item	Presenter	Time Needed

Chair's Update
1. SIGGRAPH 2023 Budge - EC Approval
    a. Vote by mail
        i. **MOTION:** Mikki Rose moves to approve the SIGGRAPH 2023 budget, Jesse Barker seconds.
	Jesse Barker	0 Mins

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1. PASSED by supermajority.
2. EC Action Items
   a. Updated the EC's project tracker to reflect the deliverables from the Winter 2023 EC meeting.
   b. A meeting with the DEI Chair has taken place with the Chair, Chair- Elect, and EC Liaison for the Focused Communities Group. The next meeting will include members of the DEI committee.		

ACM SIGGRAPH Onboarding
  1. EC Candidate Slate has been Announced
   a. The Chair will be drafting and sending out a form letter to invite the candidates to attend EC meetings. This will allow them an opportunity to observe the EC and gain insight.
   b. New Idea: 'Onboarding Buddy' for New Directors
      i. Partnering the new directors with veteran directors.
   c. The new candidates will be invited to the in-person meeting at SIGGRAPH.
      i. Suggestion--inviting the candidates to a dinner as a meet and greet.
  2. Onboarding Process - Format Suggestions:
   a. Videos
      i. The Treasurer, suggested and will be developing short videos on finance/budget related topics. An idea for other directors if they have a beneficial topic for the onboarding process.
   b. A guidebook for the EC - A document that outlines all the information a director will need to be successful in the role.
      i. Onboarding buddies can mentor utilizing this guidebook.
      ii. Similar to a FAQ but in the voice of the EC - the Chair is open to suggestions from the EC about what information is beneficially or wish
	Jesse Barker	10 Mins

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they knew when joining the EC.		

Governance Advisory Board
1. Governance Items:
   a. 213. Update Section 6.10 Strategy Committees: Remove Digital Presence.
      i. This Strategy Committee is no longer active.
      ii. **MOTION:** David Spoelstra moves to remove digital presence, Jesse Barker seconds.
         1. PASSED (8 yes, 0 abstain, o no)
 	
   b. 212. *Put in* Section 2.10 Voting Policy. *For ethical reasons, any EC Director who is responsible for a proposal that requires approval by the EC may present that proposal to the EC and call for a motion to approve, but should not themselves make the motion to approve or second the motion.*
      i. In academia, usually when a resolution is from a particular entity, that entity does not make a motion to approve or second since there might be a potential COI. This also occurs in some circumstances in industry so this aligns us with these practices.
      ii. **MOTION:** Jesse Barker moves to accept this as policy, David Spoelstra seconds.
         1. PASSED (9 yes, 0 abstain, 0 no)
 	
   c. 206. In Policy Guidelines: Change "list" to "shortlist (of at least two names)" where it makes sense.
      i. This follows from the EC discussion in San Francisco of having at least two candidates to choose from when approving candidates for a position. Changing "list" to "shortlist" comes from its shortlist definition: "a list of
	Scott Owen	20 Mins

Agenda Item	Presenter	Time Needed

people who have been judged the most suitable for a job or prize, made from a longer list of people originally considered, and from which one person will be chosen". That captures the meaning of what we want. David Spoelstra and Scott Owen examined the document and agreed on the proper places for the replacement.
  ii. **MOTION:** Brad Lawrence moves to accept this as policy, Mikki Rose second.
      1. PASSED (9 yes, 0 abstain, 0 no)
 	
d. 11.1 Travel to SIGGRAPH Conferences. Full Conference registration is provided for the Executive Committee and all EC Standing Committee Chairs through specified registration procedures. Full Conference registration for Ad-Hoc Committee Chairs is provided at the Chair's discretion. Travel expenses must be included in the committee budget for both chairs and any committee members who are expected to be reimbursed for travel. The expectation is that only people who are working extensively at the conference will have part or all of their travel covered. **Only ACM SIGGRAPH members can receive travel reimbursement**.
 	
e. SECTION X: VOLUNTEER RECOGNITION ACM SIGGRAPH recognizes that the organization and conference activities would not be possible without the hard work of hundreds of volunteers. For the volunteers who donate significant amounts of their time to the conferences and organization, ACM SIGGRAPH recognizes this effort through complimentary or reduced-rate conference passes. For those volunteers who devote a significant portion of their time during the		

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conference week to their volunteer work, ACM SIGGRAPH or the conference also covers some or all of their travel expenses. **Only ACM SIGGRAPH members can receive travel reimbursement**.
  i.   Just as only ACM SIGGRAPH members are eligible to receive free or discounted SIGGRAPH Conference registrations, only ACM SIGGRAPH members should receive compensation for travel expenses.
  ii.   MOTION: Hanspeter Pfister moves to accept this as policy, seconds,
       1. PASSED (9 yes, 0 abstain,) no).
f. 211. The Governance Chair is an ex-officio member of the EC.
  i.   From the approved Governance Committee P&P duties of the Chair: Attends all EC meetings and acts as parliamentarian and advisor on policy issues. So this policy would have no change from current practice but make it official.
  ii.   **MOTION:** David Spoelstra moves to accept as policy, Jesse Barker second
       1. PASSED - (9 yes, 0 abstain, 0 no)		

Amendment to FY24 ACM SIGGRAPH Budget
1. An amendment to the FY24 for the purpose of adding funds in the budget for an Organizational Development Coach.
  i.   **MOTION:** Masa Inakage moves to amend the FY24 budget, Mikki Rose seconds
       1. PASSED - (9 yes, 0 abstain, 0 no)
	Jesse Barker [No Recording]
	
	Contractors depart the meeting.
		30 Mins

Liaison Update	Open to Groupings Liaisons	0 Mins