ACM SIGGRAPH Executive Committee Meeting Minutes

Tuesday, 29 August, 2023

2 - 3 PM PT/ 5 - 6 PM ET

ACM SIGGRAPH organizational policies and procedures document - [linked here](#)

Attendees:
Jesse Barker, Executive Committee Chair
Elizabeth Baron, Executive Committee Past Chair
Shimin Hu, Executive Committee Director
Masa Inakage, Executive Committee Director
Eakta Jain, 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
Alla Sheffer, Executive Committee Director - Elect
David Spoelstra, Executive Committee Treasurer- Elect
Courtney Starrett, Executive Committee Director - Elect
Tomasz Bednarz, SIGGRAPH Asia Conference Advisory Group (SACAG) Chair
Scott Owen, Governance Advisory Board, (GAB) Chair

<u>Join by computer or phone:</u>
Link:https://us02web.zoom.us/j/2580029176?pwd=blR1NmU1MFV3eUdOSElwRlhTOUMzQT0
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Call-in: +13126266799,,2580029176#
or +13017158592,,2580029176#
Meeting ID: 258 002 9176
Password: siggraph

<u>Meeting Minutes:</u>
1. 5 August
     a. Vote
          i. PASSED

<u>Agenda:</u>

Agenda Item	Presenter	Time Needed
Chair's Update 1. Welcome Alla Sheffer and Courtney Starrett to the	Jesse Barker	10 Mins

Executive Committee!
2. Congratulations to Elizabeth Baron on her second Executive Committee term!
3. The Officer Selection Advisory Group (OSAG) Committee has been selected.
    a. The OSAG chooses the Chair-elect and Treasurer-elect from the eligible EC members and presents this slate to the EC who approves or disapproves.
        i. The OSAG meets with all eligible candidates from 15-30 August.
        ii. The Chair and Chair-elect of the EC are not members of the OSAG.
        iii. Once the Chair-elect and Treasurer- elect are selected they will shadow the current Chair and Treasurer for the year.
4. EC Meeting Minutes
    a. As an expediency measure, the EC has a vote by default for approving the minutes from the last meeting.		

Fall 2023 EC Meeting 1. Chicago, IL at Smithbucklin. 2. Will be virtual accessible. 3. Reminder to complete the poll by **Thursday 31 August.** 4. The Standing Committees will be invited and it will be a larger meeting. a. Mona Kasra will compile an email with all the information for the meeting. Please email Mona any suggestions for the meeting and who should be invited from the Standing Committees. 5. The EC should plan to arrive in the afternoon on Friday for an evening meeting (EC Only). The Saturday meeting will include the SCs.	Mona Kasra	5 Mins

Proposed Memorandum of Understanding (MOU)Template Review
1. A reminder to review the proposed template.
    a. The External Relations Committee is responsible for finding organizations to partner with and the attached MOU lays out the terms of the partnership.
        i. ACM SIGGRAPH currently has MOUs with the Digital Content Association of Japan (DCAJ) and Laval Virtual.
        ii. These MOUs are renewed every three years.
	Jesse Barker	5 Mins

1. We are currently in the process of renewing MOUs and will need the EC to review and approve the proposed MOU template.
   iii. Under consultation with the CAG and SACAG we decided to update some of the language in the MOU template.
       1. Request that EC reviews the proposed MOU and provide comments.		

Revisions to the Executive Committee & Standing Committees Meeting Schedule Proposal
  1. Discussion
     a. At the in person meeting at the conference, Hanspeter and Eakta had a great proposal addressing a few issues. It is recommended that the EC think through the recommendations in the proposal between now and the next in person meeting.
       i. The proposal recommends decreasing the number of monthly meetings from 2 to 1 meetings per month.
       ii. The proposal also addresses issues of equity and diversity because there are committee members who reside in Tokyo and Beijing. Having committee members who are up twice per month at 5am and 6am doesn't send the right message.
     b. The only change to the meeting schedule will be to meet once per month when the EC meets in person and will keep the 2 meetings per month schedule until December.
     c. Will utilize discussion via email to make decisions to save time during scheduled meetings. Will see how those discussions and processes go and will provide feedback.
       i. Ideally the EC will have discussions for 4-5 days and then dedicate 2-3 days for voting and that will give the EC a week to make final decisions.
       ii. Another recommendation is to have a regularly scheduled meeting and an overflow meeting.
          1. The idea is if you have one regular meeting and one overflow meeting which everybody knows will only
	Mona Kasra	10 Mins

happen if they do not finish the agenda items at the regular meeting. Ideally this structure will require people to be more efficient and less likely to use the overflow. 2. The current meeting structure will remain in place.		

Nominations Committee
1. **MOTION:** EC approved the appointment for Corrine Price and Eitan Grinspun for the Nominations Committee.
    a. Unanimous
2. The Nominations Committee would like to recommend Craig Slagel as the chair of the Early Career Development Committee.
    i. Discussion
        1. Nominations Committee previously presented a co-chair option for this committee and were asked by the EC to come back with one candidate.
        2. Table this vote and will ask the Nominations Committee for their rationale for the candidate.
	Thierry Frey
	[no recording]
		10 Mins

CAG Related Contracts 1. Discussion	Mikki Rose [No contractors] [No recording]	10 Mins
Chair's Farewell 1. Hanspeter Pfister 2. Passing torch to Mona Kasra	Jesse Barker	10 Mins