

ACM SIGGRAPH Executive Committee Meeting Minutes

Tuesday, 30 January, 2024

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:

Mona Kasra, Executive Committee Chair
Elizabeth Baron, Executive Committee Director, Past Chair
Masa Inakage, Executive Committee Director
Eakta Jain, Executive Committee Chair - Elect
Brad Lawrence, Executive Committee Treasurer - Elect
Barbara Mones, Executive Committee Director
Mikki Rose, Conference Advisory Group, (CAG) Chair
Alla Sheffer, Executive Committee Director
Ashley Cozzi, ACM, Director of the SIGs
Scott Owen, Governance Advisory Board (GAB) Chair
Marcia Daudelin, Conference Administration

Meeting Minutes:

1. 16 January - linked
 - a. PASSED

Agenda:

Agenda Item	Presenter	Time Needed
Chair's Update <ol style="list-style-type: none">1. Approve Meeting Agenda & Minutes2. Winter / Feb Meeting - 15 Feb. (with Standing Chairs) and 16 Feb. (EC Only).3. No EC meeting on Tuesday 13 Feb.4. In-person Spring Meeting, 18-21 April, Location TBD	Mona Kasra	5 Mins
Bylaws Conversations <ol style="list-style-type: none">1. Proposed Bylaws Amendments for 2024<ol style="list-style-type: none">a. The goal for today's meeting is to not vote but to vote at the virtual EC meeting on 16 February.b. Today is to make sure everyone understands the problems and the options. This is an opportunity to ask questions and not rush to a decision.c. Presentation by Governance Advisory Board (GAB) Chair	Scott Owen	55 Mins

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<ul style="list-style-type: none"> d. Majority of the “Officers” have to vote. ACM’s streamlined bylaw says the proposed changes to the SIG bylaws must be requested by a majority of the SIG’s elected officers. <ul style="list-style-type: none"> i. The SIGGRAPH bylaws cannot supersede or conflict with ACM’s bylaws; if there is a question between the two then it would default to ACM bylaws. ii. ACM requires this for minor changes. e. Election Timing <ul style="list-style-type: none"> i. Currently the election for new EC members ends on August 15. This gives the Officer Selection Advisory Group (OSAG) only two weeks or less to recommend a new Chair-elect and Treasurer-elect. <ul style="list-style-type: none"> 1. If the election ended on 1 August, then the OSAG would have a month to recommend the new officers. 2. Current - 9.3 Election. The election will be conducted among eligible voters by ACM Headquarters by 15 August, following the election procedures of ACM, unless different procedures have been approved by the SIG Governing Board. <ul style="list-style-type: none"> a. Proposed changing this to 1 August. <ul style="list-style-type: none"> i. The rationale <ul style="list-style-type: none"> 1. Will give the elected EC director time to get up to speed. 2. Will give OSAG three weeks to make their decision. b. Elections would end two weeks early. c. This will still give ACM SIGGRAPH a month and a half (45 days). 		

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<p>3. ACM has a process for bylaws - major change and minor change.</p> <ul style="list-style-type: none"> a. This is considered a minor change. This would go to the SGB EC and ACM EC, and if it is approved then it could be put in place for this year's election. b. Rebuttal - Previously the goal was to have the election be due after the conference. So that the conference week becomes a motivator for gathering more votes and having more membership activity. Moving the date up 2 weeks will lose that motivation. <ul style="list-style-type: none"> i. Discussion notes: <ul style="list-style-type: none"> 1. Previously had sessions at the conference and they were poorly attended. 2. The election was held in June and the results were known by July which is a few months before the conference. 3. Unsure moving the election up 2 weeks will help the timeframe. Conducting interviews onsite at the conference and trying to make a decision is a very 		

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<p style="text-align: right;">tight timeframe as is.</p> <p style="text-align: right;">a. Moving the date to 15 July is a possibility.</p> <p>c. Planning & Training Potential EC Directors vs. Utilizing the Conference for Election Advertisement</p> <p style="padding-left: 40px;">i. The ability to plan and train potential EC directors vs. utilizing the conference to promote the election.</p> <p style="padding-left: 80px;">1. Utilizing the conference better sounds good on paper but developing a plan to make the transition smooth for a new director(s) should be prioritized by the EC.</p> <p>4. Decisions - Three Options</p> <p style="padding-left: 40px;">a. No change ; or</p> <p style="padding-left: 40px;">b. August 1 (proposed by Governance Advisory Board); or</p> <p style="padding-left: 40px;">c. July 15 (within the 30 day ACM limit).</p> <p>f. Appointed EC Directors</p> <p style="padding-left: 40px;">i. Currently there are three appointed directors: Treasurer (David Spoelstra), CAG Chair, and SACAG Chair. As of 1 September 2024, there will be a fourth appointed director (Brad Lawrence as Treasurer) thus exceeding the limit of three appointed Directors.</p>		

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<ul style="list-style-type: none"> ii. Note that the role of the Treasurer does require specialized skills and personality. <ul style="list-style-type: none"> 1. The bylaws were previously approved without specifically stating that the treasurer has to be an elected official. 2. This will need to be addressed by a larger bylaw change. iii. This violates the ACM SIGGRAPH Bylaws - 4.9 Appointed directors. <ul style="list-style-type: none"> 1. The EC may appoint up to three voting directors. As with the elected directors, these individuals will serve three year terms and may be reappointed at most once. 2. Proposed Long - Term Bylaws Solution <ul style="list-style-type: none"> a. Review where the organization was before the bylaws change that gave the EC one year terms for chairs. Also, introduced the chair-elect shadowing process. <ul style="list-style-type: none"> i. The EC should make this priority. ii. Suggestion - going back to three year terms for Chair and Treasurer. iii. Suggestion - 2 year elected term with a shadow year as well for the chair and treasurer. b. Investigate the other SIGs Treasurer workload and skillset. c. Something to consider in the long term is not necessarily looking into changing the number of years a Chair or Treasurer serves but look at what the actual position and what the EC is expecting from volunteer leaders. Can the EC make those positions 		

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<p>more manageable to where more people will agree to stay on for three years?</p> <p>i. What problem does the EC want to solve and what are other potential solutions?</p> <p>iv. Bylaws Review Group Recommendations - Mona Kasra, Eakta Jain, Elizabeth Baron, and Scott Owen.</p> <ol style="list-style-type: none"> 1. Eakta recommended a change to bylaw 4.9 only. 2. Option #1 - 4.9 Appointed directors. The EC may appoint up to four voting directors. As with the elected directors, these individuals will serve three year terms and may be reappointed at most once. <ol style="list-style-type: none"> a. This is the simplest change; from three to four voting directors. 3. Option #2 - 4.9 Appointed directors. The EC may appoint up to four voting directors. The CAG Chair and SACAG Chairs are two of these directors. As with the elected directors, these individuals will serve three year terms and may be reappointed at most once. <p>This discussion will continue at the 16 February EC Meeting.</p> <p>Note: By 28 February (expect leap year 29 February) we need to submit our bylaws change to ACM.</p> <p>Action Items:</p> <ol style="list-style-type: none"> 1. Ashley Cozzi - will request for Mona Kasra the number of votes casted the last 10 years. 2. Ashley Cozzi - will confirm if the EC is able to change the date of "the membership by date" requirement for the elections. 		

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Ashley thinks it cannot be changed but will confirm; currently that date is 1 May.		