

ACM SIGGRAPH Executive Committee Minutes

Tuesday, August 30, 2022

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:

Adam Bargteil, Executive Committee Director
Jesse Barker, Executive Committee Chair- Elect
Elizabeth Baron, Executive Committee Chair
Tomasz Bednarz, SIGGRAPH Asia CAG Chair
Marcia Daudelin, Conference Administration
Adam Finkelstein, Executive Committee Director
Masa Inakage, Executive Committee Director
Mona Kasra, Executive Committee Director
Brad Lawrence, Treasurer - Elect
Barbara Mones, Executive Committee Director
Hanspeter Pfister, Executive Committee Director
Scott Owen, Governance Chair
Mikki Rose, Conference Advisory Group Chair

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

Join by computer or phone:

Link: <https://us02web.zoom.us/j/2580029176?pwd=bIR1NmU1MFV3eUdOSElwRihTOUMzQT09>

Call-in: +13126266799,,2580029176#

or +13017158592,,2580029176#

Meeting ID: 258 002 9176

Password: siggraph

Approve EC Meeting Minutes

- 1) August 16, 2022 - approved

Agenda:

1. **Nominations committee** (Elizabeth Baron)
 - Digital Arts Community -- Rebecca Xu - **APPROVED**
2. **EC Election Results** (Elizabeth Baron)
 - a. Director A - Mona Kasra, University of Virginia
 - b. Director B - Shimin Hu, Tsinghua University
 - c. Director C - Eakta Jain, University of Florida

3. **OSAG (Officer Selection Advisory Group)** (Elizabeth Baron)
- a. An update was shared on the OSAG's recommendation for the Chair-Elect and Incoming Treasurer positions. Ongoing and on track and we should hear results soon. Once provided, the EC will vote to confirm the recommendations.

4. **Next Steps for the EC** (Elizabeth Baron)
- a. Open discussion
 - i. The EC had a preliminary discussion about the future structure of the EC including potential shifts in the organization of the Standing Committees (SC)
 - ii. Thinking about the next steps will be for the Standing Committee groupings, and SC liaisons leads for the EC. With 2 new EC directors and 2 exiting EC directors there will be a shift in the oversight roles.
 - a. The purpose of this discussion is to *determine the best way of identifying areas of ownership for EC directors for the coming year.*
 - i. Feedback:
 - 1. It was mentioned that the current overall groupings/structure is good. The communication between the SC chairs is going well within the groupings.
 - 2. A suggestion was made to either push up the election a month earlier or the EC term back a month. Changing the election timing is not likely to be possible based on past feedback. However, there could be an opportunity to shift the timing of the terms for the future.
 - 3. EC has received feedback from the guilds that having the 1-2 months of overlap to help with the transition between new and departing directors could prove beneficial and alleviate the frustration being felt by chairs.

5. **Governance Committee** (Scott Owen)
- a. Along with the election results the amendment passed. Adding to the bylaws...

- i. Supermajority – the EC needs to set the exact percentage. The Governance Committee is suggesting 66%. With the current number of Directors (11) that changes a supermajority vote from 9 to 8 yes votes.

The membership approved the following change:

From: 2.5 A “supermajority vote” requires an affirmative vote from **75%** of all directors.

To: 2.5 A “supermajority vote” requires an affirmative vote from at least **66%** of all directors. The EC will set the exact percentage in the ACM SIGGRAPH Policy Guidelines.

- ii. **MOTION:** Move to approve Supermajority set at 66%.
 1. Brad Lawrence moved. Mikki Rose seconded.
 - a. Vote: 10 voted to approve (0 no, 0 abstain)

APPROVED

- b. Governance Responsibilities – Add to Governance Chair responsibilities in Governance Policies and Procedures:

Tracks all senior leadership position terms (EC, SC Chairs, Community Group Chairs, Advisory Group Chairs, Award Chairs, etc.) and reports to the Chair of EC when a term is nearing end.

- i. **MOTION:** Move to approve adding to Governance Chair responsibilities in Governance Policies and Procedures.
 1. Adam B. moved. Mikki Rose seconded.
 - a. Vote: 8 voted to approve (0 no, 0 abstain)

APPROVED

- c. Logo Policy Change –

Requests for Use Outside Described Scope: *Requests for use of the name or logos which fall outside the scope of the policy, or proposed variations on the logo design, are to be brought to the attention of the ACM SIGGRAPH Chair. Lack of response within two weeks can be construed as approval of the proposed use and/or variation. (deleted)*

This corrects the title of President to Chair and removes implicit consent in case the Chair does not respond quickly. The current policy is potentially hazardous.

- i. **MOTION:** Move to approve change to “Requests for Use Outside Described Scope”.

- 1. Jesse Barker moved. Adam B. seconded.

- a. Vote: 10 voted to approve (0 no, 0 abstain)

APPROVED

- d. In Policy Guidelines replace SNA with SIGGRAPH and replace ACM SIGGRAPH with ORG. (**Scott will be taking this back to the Governance Committee and will await a recommendation from the SA-CAG.**)

6. Term Completion and Transition Concerns for Standing Committee Chairs

(Mona Kasra)

- a. The EC discussed that there are a few issues with SC chairs transitioning out of their roles - 1) selecting candidates and 2) the departing chair does not have adequate time to pass along institutional knowledge.

- b. Suggestions for addressing these issues:

- 1. Overlap time

- a. The departing chair would like that time to introduce the new chair to the community because there is a sense of pride that the departing chairs have and do not want to abandon the program.

- 2. SC Chair - Elect

- a. Maybe the Nominations Chair can find a chair a year before the term in which both chairs are engaged in the process.

- i. A counter- suggestion is to do onboarding between June 1 and September 1.

- 3. Formal onboarding process

- a. Agreement that the onboarding process is not great and needs to be revamped.

- i. Better communication regarding an onboarding process to the SC.

- ii. Propose an Onboarding Policy

- 1. This is not a policy issue, this is an implementation issue because according to policy (June Policy) all new SC Chairs are

announced on June 1 to allow them a few months before their term begins with the current chair to get acclimated to the role.

2. As well as attend a SIGGRAPH with the current Chair and attend SC meetings at the conference.
 3. The purpose of the policy and procedures for each SC is so they can look at this document that is approved by the committee and the EC. Lays out the responsibilities of the role.
 4. The recommendation is that the EC should move forward quickly in formulating a process for implementation of the existing policies.
 5. What can the EC do in implementing this June Policy?
- ii. The EC discussed ways to recognize departing SC Chairs. Suggestions for possible recognition discussed in the meeting included:
1. Giving the chairs a platform for them to build awareness for and celebrate their accomplishments and feel recognized.
 2. Organize a virtual reception - Zoom of storytelling and then send it to that person as a keepsake.
 3. Certificate of Thanks or Recognition for their service
 4. Digital card from all the EC to sign
 5. Sending a formal letter of thanks to their employer for all their hard work at ACM SIGGRAPH.

7. Thank you EC!!

- a. Elizabeth Baron's Farewell Speech