

ACM SIGGRAPH Executive Committee Meeting Minutes

Tuesday, 21 May, 2024

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:

David Spoelstra, Executive Committee Treasurer
Elizabeth Baron, Executive Committee Director, Past Chair
Tomasz Bednarz, SIGGRAPH Asia Conference Advisory Group (SACAG) Chair
Shimin Hu, Executive Committee Director
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
Courtney Starrett, Executive Committee Director
Scott Owen, Governance Advisory Board (GAB) Chair
Marcia Daudelin, Conference Administration

Meeting Minutes:

1. 7 May 2024
 - a. Vote
 - i. PASSED

Agenda:

Agenda Item	Presenter	Time Needed
Chair's Update <ol style="list-style-type: none">1. Approve Meeting Minutes & Agenda	Eakta Jain	0 Mins
Underrepresented Travel Grant Update <ol style="list-style-type: none">1. Point of contact: Brad Lawrence and Alex Bryant<ol style="list-style-type: none">a. Underrepresented Travel Grant website copy<ol style="list-style-type: none">i. Questions for Discussion & Consideration:<ol style="list-style-type: none">1. Why were women excluded from the inclusion criteria for the underrepresented travel grant?<ol style="list-style-type: none">a. The inclusion criteria were ambiguous and did not explicitly mention women, resulting in unintentional confusion.b. Fortunately several women applied for the grant this year.	Eakta Jain	30 Mins

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<p>2. What is the organization's assessment of the success of last year's underrepresented travel grant?</p> <ul style="list-style-type: none"> a. The underrepresented travel grant committee has done a tremendous job getting the grant up and running. b. The conference chairs were happy to include the grant in calls for their programs. The conference teams were very happy. c. It should be noted that calls for conference programs typically go up on the website in the Fall so having the grant application ready at that time will guarantee it will be included with the calls. d. The EC is being asked to provide guidance on defining criteria for the underrepresented travel grant. <ul style="list-style-type: none"> i. Noting that underrepresented groups differ from country to country. As an international organization, we need to consider that somebody might be underrepresented at SIGGRAPH but might not be underrepresented at SIGGRAPH Asia; be mindful of this when recommending a criteria for the travel grant. ii. Wikipedia definition of 'underrepresented group' is a subgroup of a population that has a smaller percentage of the general population so they can be identified by race, ethnicity, age, sex, gender, and socio-economic status. <ul style="list-style-type: none"> 1. Keep it high-level and broad, not special interests or hobbies. Over-defining can also be dangerous, wanting to make sure it is 		

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<p>accessible by the general public.</p> <ul style="list-style-type: none"> a. Who is included? b. We need to pay attention to what is underrepresented at SIGGRAPH, not necessarily underrepresented globally. <p>3. What changes, if any, does the organization want to implement next year?</p> <p>ii. Action Items:</p> <ul style="list-style-type: none"> 1. Invite the relevant people to advise on the program moving forward and the definition of underrepresented. <ul style="list-style-type: none"> a. Brad Lawrence will invite the Underrepresented Travel Grant Committee URTG committee to an EC meeting and will ask them to provide brief statements on their reasoning for each of the applicants. <ul style="list-style-type: none"> i. Will ask which meeting they are able to attend. b. Email from Alex Bryant (5/20/24) <ul style="list-style-type: none"> i. His email contained a confusing statement about the organization, and in a follow-up email, he didn't clarify where he got his information. 		
<p>Recommendations of the Nurturing Communities Strategy Committee for the ad hoc Volunteer Development Committee Chair</p> <ul style="list-style-type: none"> 1. Two candidates for consideration 2. Motion <ul style="list-style-type: none"> a. David Spoelstra moves to elect a candidate as the Volunteer Development Committee (VDC) Chair. Masa Inakage seconds. <ul style="list-style-type: none"> i. Vote <ul style="list-style-type: none"> 1. PASSED 	<p>Elizabeth Baron Courtney Starrett [no recording]</p>	<p>10 Mins</p>
<p>Action Items from April's in-person meeting</p> <ul style="list-style-type: none"> 1. Opportunity for the EC to review the list and ask questions <ul style="list-style-type: none"> a. Let the project manager know if there was anything that was 	<p>DeAnna Dyhr</p>	<p>10 Mins</p>

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<p>missed or needs further clarification regarding any action items.</p> <p>b. What does the EC need to move these items forward?</p> <ul style="list-style-type: none"> i. Weekly email reminder to check the action item spreadsheet ii. OKR Team Emails <ul style="list-style-type: none"> 1. The project manager will send an email to reset all the teams. 		
Updates from Liaisons and/or OKR Teams	Liaisons	0 Mins