

ACM SIGGRAPH Executive Committee Meeting Minutes

Tuesday, 16 July, 2024

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:

Mona Kasra, Executive Committee Chair
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
Alla Sheffer, Executive Committee Director
Courtney Starrett, Executive Committee Director
Scott Owen, Governance Advisory Board (GAB) Chair
Marcia Daudelin, Conference Administration
Brenda Dreier, Conference Management
Dena DeBry, Nominations Committee Chair
Hugues Hoppe, Executive Committee Candidate
David Shrenier, Executive Committee Candidate
Thomas True, Executive Committee Candidate
Wenping Wang, Executive Committee Candidate

Meeting Minutes:

1. 18 June 2024
 - a. PASSED

Agenda:

Agenda Item	Presenter	Time Needed
Chair's Update <ol style="list-style-type: none">1. Approve Meeting Minutes & Agenda2. Welcome EC Candidates1. 'ACM Open Webinar' Recording is now available on ACM SIGGRAPH website3. Chapter Virtual Meet Up: Saturday, 20 July 11:00 AM - 12:00 PM Eastern.	Mona Kasra	10 Mins

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<ul style="list-style-type: none"> 4. ACM SIGGRAPH Leadership Meeting - Saturday, 27 July in Denver 5. Tour of Colorado Convention Center - Friday, 26 July, 4:30 PM (MT) 6. OKR Updates Due at Leadership Meeting <ul style="list-style-type: none"> a. Afternoon session will have one hour dedicated to the OKR updates. <ul style="list-style-type: none"> i. Each group presents what they have accomplished since April. ii. This is an opportunity to seek help from the Standing Committees. 7. Headcount for the EC casual dinner on Friday, 26, July. 8. ACM SIGGRAPH Village Booth - Please sign up! <ul style="list-style-type: none"> a. Members can vote at the booth and people can sign up to become ACM SIGGRAPH members. b. Barb Helfer is doing a great job coordinating the booth and theater sessions. c. This year there will be swag to the booth. 		
<p>SIGGRAPH 2024 Update</p> <ul style="list-style-type: none"> 1. Updates <ul style="list-style-type: none"> a. The Conference provided the EC with a document with all the information regarding the state of the conference. <ul style="list-style-type: none"> i. The reality is in the document for the EC 's review. b. The last two months have been very hard for the following reasons: <ul style="list-style-type: none"> i. Sponsorships, donations, and registration numbers are below expectations. <ul style="list-style-type: none"> 1. Registration is down 30%; hoping onsite will pick up. Seeing less up tick from May to keep up with 2022 and 2023 numbers. <ul style="list-style-type: none"> a. There a few major reasons: <ul style="list-style-type: none"> i. New location - Denver <ul style="list-style-type: none"> 1. There is a lack of confidence (by sponsors) regarding attendance compared to recurring locations. ii. Down turn in the VFX and animation, and technology sectors - lots of layoffs. <ul style="list-style-type: none"> 1. Down 18% this year which is not within the control of the conference. 2. The CAG is tracking if the same downturns in the 	Mikki Rose Andres Burbanos	5 Mins

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<p style="text-align: right;">industry for 2025.</p> <ul style="list-style-type: none"> iii. Because of the stated reasons the conference has made cuts to the budget: <ul style="list-style-type: none"> 1. Cut budget from underproducing programs 2. Minor cuts from food and beverage. <ul style="list-style-type: none"> a. Want to maintain a great attendee experience. b. Less 'wish list' fulfillments this year. <p>2. Next Steps</p> <ul style="list-style-type: none"> a. The CAG will conduct a detailed review and provide a report post-conference. b. At the conference the EC will continue this discussion and planning in the Fall. 		
<p>23/24 Annual Report Presentations: EC Observations & Feedback</p> <ul style="list-style-type: none"> 1. Overview of the Annual Report Process <ul style="list-style-type: none"> a. Every year we collect annual reports from our committees; there are roughly 20 committees currently within the organization. b. This year the EC divided the committees among 4 groups and had 3-4 directors assigned to each group. <ul style="list-style-type: none"> i. This was a new process this year. 2. Discussion <ul style="list-style-type: none"> a. Group 1 - Barbara Mones, Masa Inakage, and David Spoelstra <ul style="list-style-type: none"> i. Chapters - 8 new chapters, 2 continues since the new year. <ul style="list-style-type: none"> 1. They are incredible. ii. Information Technology Services (ITS) <ul style="list-style-type: none"> 1. Working on the new committee and organization calendars. iii. Practitioner Career Development is in transition. <ul style="list-style-type: none"> 1. Juan Miguel de Joya's term ends September 1 2. Will have more discussions with that group about what happens next. 3. Will not reconvene until the EC makes a decision about the mission of the 	Mona Kasra	45 Mins

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<p style="padding-left: 40px;">program.</p> <ul style="list-style-type: none"> iv. External Relations Committee (ERC) - need more guidance from the EC about what we want from that group. Miho wants to have more conversations about MoUs and streamlining the processes. v. The Computer Animation Festival Advisory Board (CAFAB) is requesting a producer for the traveling show. <p>b. Group 2 - Alla Sheffer, Mona Kasra, and Shimin Hu</p> <ul style="list-style-type: none"> i. The Arts Advisory Group (AAG) is doing a great job. ii. The International Resources Committee (IRC) <ul style="list-style-type: none"> 1. The chair of the committee has resigned effective immediately. 2. The chair communicated this after their presentation. <ul style="list-style-type: none"> a. The recommendation is to either <ul style="list-style-type: none"> i. Sunset the committee; ii. The EC will decide what the purpose or mission of the committee will be moving forward. iii. Education Committee <ul style="list-style-type: none"> 1. This committee produces a lot of year-round content and conference sessions. 2. The SOIREE is a great example of their year-round content. <ul style="list-style-type: none"> a. Really innovative content where a lot of educators from around presents. <ul style="list-style-type: none"> i. There is currently no data regarding the events attendance and engagement. ii. It is noted that SOIREEs generate BoFs at the conference. iii. If the committee collected data at their events they could highlight the connection and success between this event and 		

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<p style="padding-left: 40px;">the conference.</p> <p style="padding-left: 20px;">b. Recommendations from the EC</p> <ul style="list-style-type: none"> i. Data collection from their events (both year-round and conference) ii. The data should highlight the connection between the year-round and conference events. iii. Educators and A.I.- provide resources and curriculum to the educators of the community. iv. Encourage them to continue producing more content; they are very committed. <p style="padding-left: 20px;">iv. The Publications Committee</p> <ul style="list-style-type: none"> 1. Is a well run machine. 2. The EC would like this committee to focus their efforts on succession planning. <p style="padding-left: 20px;">v. Awards Committee</p> <ul style="list-style-type: none"> 1. Did not submit a very thorough report. 2. The EC will be engaging with this committee more over the course of the year. <p style="padding-left: 20px;">c. Group 3 - Brad Lawrence, Elizabeth Baron, and Eakta Jain</p> <ul style="list-style-type: none"> i. Communications - very small committee. 2 part time roles. <ul style="list-style-type: none"> 1. Website Management <ul style="list-style-type: none"> a. Alex Rollison, web support b. Adele did a great job with the rollout of the new website. c. There is still work to be done but overall going well. 2. Social media Content Manager <ul style="list-style-type: none"> a. Meghan Boisjoli, social media manager <ul style="list-style-type: none"> i. Adele has been impressed with the work Meghan has been doing. 		

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<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ii. It is noted that there is a lack of understanding with regard to the social media manager's scope of work. iii. Adele recommends not eliminating this position. 3. Next Steps <ul style="list-style-type: none"> a. EC provides direction with regard to a communication plan for the organization. ii. The Membership Committee <ul style="list-style-type: none"> 1. The Membership and Communications committees will merge effective 1 September. <ul style="list-style-type: none"> a. The chair is requesting guidance from the EC regarding the merger of the two committees. <ul style="list-style-type: none"> i. What is the goal of merging the committees? 2. The ACM SIGGRAPH Village <ul style="list-style-type: none"> a. Overseen by the Membership chair. <ul style="list-style-type: none"> i. Did a great job this year! iii. Early Career Development Committee (ECDC) <ul style="list-style-type: none"> 1. Has two conference programs. <ul style="list-style-type: none"> a. Resumes and reels review. b. Conference Apprentice Program (CAP) <ul style="list-style-type: none"> i. The EC Recommendation is to have this program funded by the conference. <ul style="list-style-type: none"> 1. A conversation with ECDC and the CAG to further discuss this recommendation. c. This committee will focus on more online content like webinars. . d. Group 4 - Mikki Rose, Eakta Jain, and Courtney Starrett <ul style="list-style-type: none"> i. History Committee <ul style="list-style-type: none"> 1. Last year was an all hands on deck for the 50th SIGGRAPH. 2. This year the focus is what to do with the archive? 		

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<ul style="list-style-type: none"> <ul style="list-style-type: none"> a. When Bonnie Mitchell retires the committee will need consistent funding to keep the archives going as well as finding a new location. ii. Specialized Conferences Committee (SCC) <ul style="list-style-type: none"> 1. This committee has done a lot of work this year. 2. The specialized conferences are pathways for students. <ul style="list-style-type: none"> a. There is a pathway to SIGGRAPH after presenting at SCC. 3. The chair would like the EC to be more involved with monitoring the health of those conferences. <ul style="list-style-type: none"> a. Brad Lawrence commends the Chair for the job he has been doing. <ul style="list-style-type: none"> i. There are roughly 20 Specialized conferences and they all have brought in revenue. iii. Diversity, Equity, and Inclusion Committee (DEI) <ul style="list-style-type: none"> 1. The chair's term is coming to end and preparing to pass the torch. 2. It was recommended that DEI work closely with the Volunteer Development Committee (VDC) and Membership committee to better integrate the goals of the DEI committee into the recruitment of the volunteers. 3. One suggestion is to graduate the DEI subcommittee members and have them lead in other parts of the organization to better distribute representation throughout the organization. 4. Next Steps <ul style="list-style-type: none"> a. The EC chair and Nominations chair, will meet with Tony Baylis to discuss the committee members finding new opportunities within the organization. Allowing the new DEI Chair to start fresh with a new committee. 		

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<ul style="list-style-type: none"> iv. Digital Art Committee (DAC) <ul style="list-style-type: none"> 1. This committee has done a lot of great work this year. <ul style="list-style-type: none"> a. There is a feeling that they are probably taking on too much work. b. The chair has expressed a decline in morale. c. A decrease in funding was discussed and how committee members were disappointed in not receiving funding for the conference. 2. Next Steps <ul style="list-style-type: none"> a. Collecting data to determine what is a reasonable amount of content to be produced by the committee to combat volunteer burnout and fatigue? v. Papers Advisory Group (PAG) <ul style="list-style-type: none"> 1. A 30% increase in papers submission. <ul style="list-style-type: none"> a. This has impacted the workload of the reviewers. <ul style="list-style-type: none"> i. Hard to keep up with this pace. b. The committee is looking into short - term solutions to keep up with the increase in submissions. <ul style="list-style-type: none"> i. A slight increase in the number of reviewers per submission. 		

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<ul style="list-style-type: none"> a. This policy has not been effectively implemented. b. The EC will need to further discuss the committees that need improvement. 		