## ACM SIGGRAPH Executive Committee Minutes

## Fairmont Waterfront, Mackenzie 1 & 2, Vancouver, BC

## Sunday, 7 August 2022, 9:30 am - 5 pm PDT

**Attendees:**
Adam Bargteil, Executive Committee Director
Jesse Barker, Executive Committee Chair- Elect
Elizabeth Baron, Executive Committee Chair
Tomasz Bednarz, SIGGRAPH Asia CAG Chair (virtual)
Jonail Bhattacharyya, Committee Chair
Mark Billinghurst, Committee Chair
Erik Brunvand, SIGGRAPH 2023 Conference Chair
AJ Christensen, Committee Chair
Ashley Coozi, ACM Program Director
Brenda Drier, Conference Administration
DeAnna Dyhr, ACM SIGGRAPH EC Project Manager
Adam Finkelstein, Executive Committee Director
Glenn Goldman, Committee Chair
Barbara Helfer, Committee Chair
Aaron Hosier, Committee Chair
Joaquim Jorge, Committee Chair
Soon Ki Jung, SIGGRAPH Asia 2022 Chair
Mona Kasra, Executive Committee Director
June Kim, Committee Chair (virtual)
Paul Kry, Committee Chair
Brad Lawrence, Treasurer - Elect
Juan Migual de Joya, Committee Chair
Muunuu Nadigjav, SIGGRAPH 2022 Conference Chair
Adele Newton, Committee Chair
Barbara Mones, Executive Committee Director (virtual)
Scott Owen, Governance Chair
Hanspeter Pfister, Executive Committee Director
Mikki Rose, Conference Advisory Group Chair
Natalie Rountree, DEI Committee Representative
Victoria Szabo, Committee Chair
Stephen Spencer, Committee Chair (virtual)
Marisa "Ginger" Totanveetong, Committee Chair (virtual)


**Join by computer or phone:**
**Link**:https://us02web.zoom.us/j/2580029176?pwd=blR1NmU1MFV3eUdOSElwRlhTOUMzQT09
**Call-in:** +13126266799,,2580029176#
or +13017158592,,2580029176#

**ACM SIGGRAPH organizational policies and procedures document - linked here**

*Note: SIGGRAPH 2022 committee breakfast to take place 8:00 AM-9:30 AM at the Fairmont Waterfront hotel. Breakfast will include important announcements for the conference week for conference committees, CAG, EC, and standing committee chairs.*

**Agenda:**

Goals/Objectives of this Meeting:
- Reconnect
- Update the EC on standing committee activities
- Inform the standing committees on the objectives and plans for each strategic pillar
- Develop measurements of success for the strategic pillars
- Identify how the strategic pillars and standing committees can coordinate efforts to achieve goals

1) **Welcome/Introductions**

2) **Standing Committee Updates**

   a) **Professional and Student Chapters** (AJ Christensen) have faced difficulties because of lack of organic face to face opportunities because of COVID. The overall goal is to build community within the Chapters; unification of the global community. Feedback received from the Chapters leaders:
      i) Chapters are an access point to thousands of untapped potential members.
      ii) There is a feeling that ACM SIGGRAPH is very North American- centric and that South American and European chapters do not feel like they were considered first.
      iii) Student Chapters Leaders are student volunteers and should be able to participate in student volunteer activities.
      iv) There are two big computer graphics events being held in London and Bogota that do not get the recognition they should from the organization.
      v) Support needed from the EC:
         (1) Seeking support on how to strategize to increase engagement within Chapters chapters and membership.
         (2) Need recommendations on where to "store" all the great virtual content being created by chapters.

   b) **The Communication and Membership Committee** (Adele Newton) has successfully launched the new ACM SIGGRAPH website. It should be noted that the website follows all international accessibility guidelines. The goal is to keep

the website up-to-date which has been a challenge in the past and will need support from the EC in hiring a second part-time webmaster. The committee is in need of social media support as well.

c) **The Digital Arts Committee** (Victoria Szabo) has been focused on forward thinking to integrate into the larger organization (i.e. artists collaborating with CG & IT). Specifically, trying to think about the relationship between the online/year-round communities and the conference and how we can work together in the future.

d) **The Diversity, Equity & Inclusion  Committee** (Natalie Rountree) has consistently increased the number of SIGGRAPH submissions despite COVID. The committee's goal is to strengthen the DE&I committee's international membership, with a focus on Asia, and building a sustainable data collection method.

e) **The Education Committee (**Glenn Goodman) has successfully launched *SOIREE*, a one- day online event. The purpose of the event is to entice people to join ACM SIGGRAPH and learn more about the conference. The committee's current goal is to collect, produce, and archive the history of the Education Committee.

f) **The External Relations Committee** (Joaquim Jorge) goals for the coming year:
    i) Increase content sharing and ties with CG community
    ii) Cooperation and collaboration with other communities (i.e. Arts, Education, CAG, and SA-CAG).
        (1) increase content exchange with Specialized Conferences.

g) **The Governance Committee** goals for the coming year:
    i) Further develop the role and structure of SIGGRAPH CARES.
    ii) Work on improving communication between the different parts of ACM SIGGRAPH, especially the relationships between EC, Standing Committees, Advisory Boards, and Community Groups; and the SIGGRAPH and SIGGRAPH Asia conference.
    iii) Examine our structure to see how we can better function during difficult financial times.
    iv) Developing a general policy on ethics.

h) The purpose of the **History Committee** is to document the impact of SIGGRAPH. The  committee is diligently collecting memories and if members would like to be included in a special issue of *IEEE Computer Graphics & Application* July/August  2023 the deadline was October 1, 2022. Also, the committee is asking everyone not to delete their SIGGRAPH records and to save them, the committee will figure out where and/or how to store the SIGGRAPH memorabilia.
i) Need support from the EC:
    i) Finding leads for **IMPACT of Graphics and SIGGRAPH** which is a year round event.

ii)     Identifying a new committee chair to replace Mary Whitton at the end of 2023.

j) **The Interactive & Immersive Committee** (Mark Billinghurst) is focusing on recruitment of new members especially women and members from Europe and Asia and want to increase visibility and representation on the EC.
  i)     Goals and Support needed from the EC:
     i)     Increase Birds of a Feather (BOFs) and workshops
     ii)    Creating a mentor program for ECR/students
     iii)   Working closely with other committees and connecting with other conferences.
     iv)    Need support from the EC to obtain funding and help seeking corporate  sponsors.

k) **The Information Technology Services Committee** (Aaron Hoiser)  worked with the Communications Committee to deploy the new ACM SIGGRAPH website and archived and retired the old ACM SIGGRAPH servers. The focus in the future will be to recruit additional volunteers and work with the Practitioner Career Development Chair to make the Discord server a reality for ACM SIGGRAPH.

l) **The New Communities - Strategy Committee** (Adam Bargteil) have seen success hosting "*A Conversation With…*" events and planning more consistent content leading up to SIGGRAPH Asia. They need support with recruiting more members to the committee and need guidance from the EC if the committee will remain a strategy or advisory committee or if it will transition into a Standing committee.

m) **The Nominations Committee** (Thierry Frey) has been very successful in finding candidates for both the EC and Standing Committees. The committee needs support over the next year finding candidates for the upcoming EC election as well as substantial terms ending for over 50% of the Standing Committees.

n) **The Nurturing Communities - Strategy Committee** (Adam Finkelstein) recently put forth a proposal for the Volunteer Development Committee which recently passed in the EC. Seeking help from the EC and the Nominations Committee to find a chair for the newly approved committee. The next steps for this strategy committee is to address other topics such as mentorship, and Professional and Student Chapters to provide recommendations for improvements in these areas.

o) **The Practitioner Career Development Committee** (Juan Miguel de Joya) is focused on supporting the professional development of computer graphics and interactive techniques practitioners across different industries worldwide.
  i)     The main goals of the committee are:
     (1) To help members with transferable and applicable technical skills development.
     (2) To help members navigate sustainable career growth, transitions, and leadership developments.
  ii)    The committee is seeking support from the EC in the following areas:

    (1) Devising a process for broadening the permissions process for new content, archived recordings, and ACM SIGGRAPH resources.
    (2) Developing a communications plan for new content with the support of the Communications Chair
    (3) Working with the EC on scalability of new content.

p) **The Publications Committee** (Stephen Spencer) worked with 13 different sponsored events' organizers this past year and will continue to partner with the Specialized Conference chair to try  to get sponsored event organizers to put together the necessary paperwork to be an actual sponsored event.
  i) The committee needs the following support to reach success:
    (1) Continue to work closely with the Specialized Conference Chair.
     (a) Trying to get sponsored event organizers to put together the necessary paperwork to be an actual sponsored event.
    (2) Helping contributors understand new ACM policies and expansion of TAPS (The ACM Production System) to include journal and PACM (Proceedings of the ACM) publications.
    (3) Helping ACM make rights forms more consistent across conference programs (SIGGRAPH and SIGGRAPH Asia).
    (4) Making documentation for authors better.

q) **The Specialized Conference Committee's** (Paul Kry) mission is to approve and monitor specialized conferences to ensure that they are financially and intellectually healthy and aligned with the mission of ACM SIGGRAPH. In 2022 a total of 20 specialized events were organized. The committee will continue meeting with specialized conference leadership, updating its handbook on the website, and continuing to coordinate with Specialized Conference chairs to make improvements across all specialized conferences.

3) **Conference Updates**
 a) SIGGRAPH 2022 Conference Chair Update from Munkhtsetseg Nandigjav
  i) Conference
    (1) First time as a hybrid model, in-person (8-11 August, 2022) and virtual (25 July - 31 October, 2022).
    (2) *SIGGRAPH 2022, the 49th annual conference and exhibition on computer graphics and interactive techniques. Attended by more than 11,700 attendees, 90-plus exhibitors from 16 countries, remarkable featured speakers, and a variety of panels, programs, and hands-on experiences.
    (3) *SIGGRAPH 2022 offered a platform to share exceptional offerings in digital art, technology, computer science, and various innovations from more than 2,400 contributors. The conference and virtual experience were enjoyed by an international audience from 74 countries and garnered 30,000-plus views during the livestream sessions across the four-day, in-person conference. The top five attended programs in the virtual platform included

Technical Papers, Birds of a Feather, Talks, Courses, and Production Sessions.

    ii) Challenges that impacted planning of the in-person event include:
        (1) COVID issues
        (2) Visa issues
        (3) Student Volunteers program - the numbers are down from previous years.

b) SIGGRAPH 2022 CAG Chair Update from Mikki Rose
    i) Clarification with regard to the naming of the conference is SIGGRAPH **NOT** SIGGRAPH North America.
        (1) If you see that discrepancy please let Chair know so it is fixed.
    ii) Conference
        (1) Post SIGGRAPH 2022, the CAG will explore how the conference will look in the future based on attendee feedback, experience data, and financials.
        (2) The CAG is looking for feedback with regard to the virtual and in-person experience, please send to [AttendeeExperience@siggraph.org](mailto:AttendeeExperience@siggraph.org).
        (3) Looking for locations for SIGGRAPH 2024 thru 2027.
        (4) ACM Village - the CAG will be hanging out in the Village.
        (5) Birds Of a Feather (BOFs) Program
            (a) Reviewing this program - want to make sure they are being presented in a manner that everyone has a good experience and understands what is going on.

c) SIGGRAPH Asia 2022 Chair Update from Soon Ki Jung
    i) Conference
        (1) Will be held in Daegu - Colorful World
        (2) Great opportunity for attendees to experience Korean culture
        (3) Over the last 14 SA events, 2010 (Seoul) and 2018 (Tokyo) had the highest attendance.
        (4) During COVID continued with virtual and hybrid conferences. This process for the operating team was an opportunity to test the social acceptability of technologists that connects the world in the metaverse.
        (5) Keynote speaker - Dr. Luc Julia (CSO - Renault Group)
        (6) SA22 is focusing on a On- Demand model vs. full hybrid model.
            (a) To encourage in person attendance
            (b) The manpower required to manage both an in-person and live streamed conference is high.
            (c) The costs is higher for a full hybrid model
            (d) Registration will open soon
            (e) SA23 will be held in Sydney and looking for future locations.

d) SIGGRAPH 2023 Conference Chair Update from Erik Brunvand

   i)  50th Celebration - SIGGRAPH 2023
     (1) Will be following in the footsteps of the SIGGRAPH 2022 (hybrid experience). Want to see what works and what does not (i.e. technical papers roundtables).

  e) SIGGRAPH 2024 Conference Chair Update from Andres Burbano
   i)  Looking for potential Featured Speaker/Keynotes
   ii)  Will be going with a World Fair essence…bring in countries from around the world (Spain, Switzerland, Portugal, etc.)
   iii)  Do not have a venue at this time.

## 4) Strategy Pillar Status Updates
*How do we grow? With everything going on with the organization.*

**Overview of Current Strategic Plan**  (Elizabeth Baron)
  This is a growth strategy - the EC has identified three areas: (Volunteerism, Membership, and Online Events) on how to grow, not maintain, but to grow!

  a) **Volunteerism**     (Adam Finkelstein)
  *How do we bring and provide volunteers with meaningful experiences that will want to volunteer with the organization*
   i)  Looking at volunteerism issues we face from two aspects
     (1) Matchmaking process - potential roles are identified and people can apply to take on the role.
      (a) Would like to gather data on how many volunteers we currently have at the organization. This is a challenge but would like to move forward with devising a process for data collection and tracking.
       (i)  Find a way to maintain tracking of the data
      (b) Suggestions:
       (i)  Building succession planning into the career development path for volunteers.
       (ii)  Leadership training
       (iii)  Onboarding process for all roles
     (2) How to support volunteers throughout a career?
      (a) Provide better opportunities for mentorship and help them find a path.
       (i)  Aim to do a better job at helping people through a student volunteer trajectory.
      (b) Hope to compliment the student volunteers program.
      (c) Nomination & Professional and Student Chapters committees.
       (i)  Volunteer Development Committee (VDC) can help those committees by looking to fill smaller roles that are more transient or helping committees fill roles.
   ii)  Need help with filling the newly established VDC Chair role.

  b) **Membership**      (Barbara Helfer)

*A huge shout to AJ Christanisen for leading the charge in the Village at SIGGRAPH 2022!*

    i) Goals
        (1) First, what does success look like?
            (a) Conducting a competitive analysis of other organizations and affinity groups. Currently has a list of 20 technology based organizations.
            (b) Complete a plan for articulating benefits of membership
                (i) Suggestions: Tiered membership - for future consideration: what are the benefits or drawbacks to a tiered membership?
    ii) Support needed from the EC
        (1) Help pairing down the list of technology based organizations to a smaller list. As well as periodically checking those chosen organizations and seeing what changes they are making.
            (a) This will give us the ability to make informed choices.
        (2) Input on membership goals
        (3) Access to the Membership Database
            (a) Help with forming a timeline for implementing changes.
            (b) Working with the Professional and Student Chapters Committee regarding unifying all chapters.
        (4) Looking at some tools in terms of benefits for the community
            (a) Overleaf - Latex lite program
                (i) For people who are not familiar with Latex could learn and could present papers to Stephen Spencer that he could actually use.
                (ii) Virtual business cards that could be used as a touchpoint for potential members.

c) **Online Events**                (Barbara Mones and Scott Owen)

    i) Goal
        (1) The goal for this pillar is to increase online and in-person participation and their relationship to one another.

Three aspects of this pillar:
    ii) Outreach:
        (1) Begin the process for a case study for the purpose of devising a plan on what outreach looks like for the organization.
        (2) Figuring out how we build a sense of community.
        (3) Figuring out a balance between online events and in-person events (hybrid events).
        (4) Next steps will be to form a 4-5 committee with a member who is well versed on the technical side of remote and online event offerings.

    iii) Content : How is it organized and decimated?

(1) There are alot of groups producing a lot of great content at ACM SIGGRAPH but no one knows about it.
- (a) Need to assemble all this information and have it centralized in one place.
    - (i) Actionable items that can be done in the next three months:
        1. Determine what online events have been offered in the past year by all ACM SIGGRAPH groups.
        2. Determine a timeline for these groups to update/report when they have upcoming online events.
        3. Have the ACM SIGGRAPH groups communicate what technologies they are using and if they need any additional support from the EC.
        4. Create an Online Events webpage that would update all past, present, and upcoming Online events related to the ACM SIGGRAPH community.
        5. Create an Online Events webpage that would list the best technologies/tools for different required tasks.

iv) Tools
- (1) What are the tools in development, their availability, and how do we communicate that to the community?

v) Support from the EC
- (1) A volunteer with a technical background related to Online Events
    - (a) Volunteer to help the committee set attainable and measurable goals.

d) Design - A new initiative proposed in May 2022 by Masa Inakage.
- i) Goal
    - (1) The role of the Design Committee is to build a community and platform for the next generation of designers.
        - (a) Assessing the needs of the design community.

e) Hybrid - A new initiative that is thinking about the physical world and the virtual world and how they come together.
- i) How do we take the concept of **Digital Twin** and bring the key components of it into ACM SIGGRAPH?
    - (1) This is the basis of this initiative consisting of Elizabeth Baron, Masa Inakage, and Paul Debavic. They are looking for another person to join the group.
        - (a) It is one of the things we can do as an organization that ties together all the communities.

**Next steps**: the Strategy Committees will continue to meet to further develop the goals and follow up with the EC with regard to support needed to progress the pillars.

5) **Communications Discussion: Between Standing Committees & Executive Committee**
   a) How can the EC and standing committees share information to achieve the following goals:
      i) Status on committee activities
      ii) Feedback from the EC on what the priorities are as an organization
      iii) Goals of the standing committee
      iv) Asking for support when needed
      v) Identify areas where standing committees can collaborate
      vi) Assess the overall health of the organization
      vii) Budget considerations
   b) Suggestions for communication methods/tools:
      (1) Discord channels for the SC and EC
      (2) Utilizing Slack Pro
      (3) Quarterly meetings

   c) Reasons why communication between SC and EC needs to be better:
      i) Continues education about what is going with the SC and EC
      ii) Provide timely project support/help to SC
      iii) Will enable better budgeting
   d) What is the best communication method between the Standing Committee chairs and the EC ?
      i) The next step is to take the suggestions from the group that would alleviate the administrative burden on the SC chairs.  The Chair -Elect will review them and continue the discussion at future EC meetings.

6) **Transition of EC Directors' Roles When They Roll Off**
   *This was had with only the EC, the Standing Committee chairs departed the meeting.*

   a) Recommendations for Strategic Pillar Leads Term - is there a good strategy for a 3 year term? The length of time we currently have does not match up with the work we are doing. The EC discussed the following recommendations but no decisions were made on a plan for EC director liaison roles.
      i) Strategic pillar leads serve a 2 year term leading a strategic pillar group.
      ii) EC members will not be assigned a strategic pillar group lead in their first year.
      iii) First year EC members will have an opportunity to shadow the current strategic pillar lead for 4-5 months prior to taking on the leadership.
         (1) This will allow for a better onboarding process as well as building a succession plan within the process.

   b) Suggestions/Feedback:
      i) Sizing the strategy groups to the size of EC members; an uneven match currently.

(1) Consider consolidating the standing committees because there is some overlap with current committees.

(2) Trying to right size the EC and trying to figure out how we do this.

    (a) Consider having another meeting to further discuss.

  ii) EC should consider increasing the number of members.

  iii) To alleviate EC member burnout possibly consider redistributing responsibilities to SC chairs.

  iv) EC Chair term should be longer than a year.

(1) Some members would consider a second term but not a third term.

(2) We could change the bylaws but it would not take effect until next year.

c) Treasurer Elect

  i) For next year, who would be an eligible candidate for this role? Would the EC consider from the current members who would be suitable candidates?

(1) **MOTION:** Move to elect David Spoelstra for a second term as the Treasurer of the EC.

    (a) Jesse Barker moved. Barbara Mones seconded.

        (i) Vote: 8 voted to approve (0 no, 0 abstain) APPROVED

*[SIGGRAPH 2022 Hybrid Conference Enjoys Notable Numbers with In-Person and Virtual Attendees | SIGGRAPH 2022](#)