

**SIGHCI Minutes**  
**12-10-04**  
**Washington, D.C.**  
**5:30pm – 7:15pm**

Present

Matt Germonprez  
Brian Jones  
Scott McCoy  
Tom Roberts  
Andrea Houston  
Fiona Nah  
Gilbert Karuga  
Jane Carey  
Andrea Everard  
Li Na  
Dennis Galletta  
Traci Hess  
Ping Zhang  
Mun Yi  
Jane Webster

**Meeting Called by Fiona**

- Bylaws Circulated (current SIGHCI, OCIS Constitution, SIGHCI/ACM)
- Open to discussion that 1 year term for chair is too short
- Consideration for 2 or 3 year term
  - Delphi results: Voting generally tells us 2 or 3 years

**Term Possibilities**

- 2 years with possibility of reelect
  - o CHI does 2 years with the possibility of 1 reelect
  - o Concern of length from chair-elect to chair to past chair (6 years)
- Separate chair and chair-elect progression
  - o Only need one person to run
  - o We can always find ONE person to run

Models being discussed

- Many different alternatives presented. In these minutes I'm trying to distill them down to the 4 I heard articulated. If I missed any, let me know.

(1) Status Quo

(2) vice-chair/chair-elect (2 years) → chair (2 years) → past chair (2 years)

- a. No reelection at any point
- b. In order to accomplish this, we would complete the one year terms of the current chair and vice-chair (chair-elect). At the end of the year:

- i. Chair would become past chair
- ii. Vice-chair (chair-elect) would become chair (for one year)
- iii. Incoming vice-chair/chair-elect would hold position for 1 year
  - 1. At the end of this one year, the vice-chair will become chair for 2 years.
  - 2. Incoming vice-chair/chair-elect will hold position for 2 years.
  - 3. And so on from this point forward.
- c. Membership will vote for vice-chair/chair-elect only as this position automatically becomes chair at the end of two years.
- d. Concerns: 6 years is a long time

(3) vice-chair (2 years) → chair (2 years) → past chair (2 years)

- a. Possible reelection
- b. Movement from the 1 year cycle to the 2 year cycle would occur as in (2)
- c. Desire to be reelected would be announced at the end of year 1.
- d. In this case, the vice-chair and chair positions are no longer an ordered sequence.
- e. Each position is open for election by the membership every 2 years.
- f. Concerns: Animosity between candidates. High politics. Potential of vice-chair to lose chair position completely. 6 to 12 years is a very long time.

(4) Ask the membership to vote for a pool of officers and then the elected group is assigned positions. I didn't record how this assignment would occur.

- This change would require a change to the bylaws which would be voted on by the membership.

*NOTE: Regarding the length of being a chair (6 years), Ping suggested that the main focus is during the 2 years of being chair. Vice-chair and past chair require less effort.*

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### **Conference Chair – Chair Elect Relation**

The prior discussion moved into a discussion of separating the conference chair elect from the current progression into possible vice-chair position.

- Desire to make the conference chair position an appointed position by the SIG chair.
  - o SIG chair has the ability to appoint one conference chair for every conference during a calendar year.
  - o An incoming SIG chair may 'inherit' appointed conference chairs who are completing their assigned work.
  - o Appointed conference chairs will become voting SIG officers
    - This will increase the number of voting SIG officers by 2 based on the loss of the current conference chair and conference vice-chair positions
    - Concerns: If we add conferences are we adding officers? Are we becoming an *appointed heavy* SIG?

- This change (along with term lengths) would require a change to the bylaws which would be voted on by the membership.

*NOTE: To this point, there have been two very important discussions that require bylaw changes. Dennis suggested that if someone or some group want to actually change the bylaws, they write a comprehensive report on what the suggested change is and how this change might cascade through the bylaws. Please see article 12 for changing the bylaws.*

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### **Presentation of separating the secretary and treasurer roles**

- Adds a voting officer
- Not a lot of discussion on this point

### **Workshop Issues (Washington D.C. 2004)**

- We currently have \$7,000 in sponsorship
- 66 paid registrants
- Estimated cost of workshop is \$17,000
- Brief discussion of how we can cut costs
  - Non-glossy cover on printed packet
  - Purchase our own A/V equipment.
- Tom suggested that we consider the formation of a new position of Sponsorship Chair. This person is responsible for managing sponsorships to SIGHCI. This would create of single point of contact for our SIG, remove this responsibility of the conference chairs.
  - Sponsorship may offset publication costs
  - Traci will circulate the “request” letter used for the last years sponsorships
  - We should have low turnover of this position because this position is responsible for university relations.
  - We should focus on Information Systems/College of Business deans as we have not tried them yet.
- We did agree that we should all ask our deans for \$500+
  - Suggestion that the best time to approach deans is in June

### Other SIGHCI workshop issues (Washington D.C. 2004)

- 28 submissions – 17 acceptances
- Submissions down from 42 in 2003
  - Possibilities for this drop may include the fast-track of JAIS vs. JMIS and the ICIS minitracks
- Questions for next year:
  - 1-2 day workshop?
  - Concurrent sessions

### **Membership**

- Send out an email every 6 months to remind members that they may need to renew their membership

- 352 Members → up from 290
- General up trend
- Potential to have 700 members
- Question: Can we raise membership dues? If so, to what level and will this have an impact on the AIS administrative fee?
  - o I have not asked Allison about this yet (12/16/2004).

### **HCI Track at AMCSI 2005**

- Seven Minitracks

### **SIGHCI and SIGCHI/ACM**

- Distribution of document to remind SIGHCI of a development consortium prior to CHI conference in Portland. Suggest for submission. The request was an outreach from SIGCHI/ACM to improve cross-organizational communication. See handout for more information on the SIGCHI/ACM development consortium.

### **Possibility of SIGHCI Journal for HCI in MIS**

- Likely not enough market
- Jane C. suggested that it might take a minimum of \$50,000 to start
- We should likely focus existing journals → JAIS
  - o Matt will talk with Kalle Lyytinen about JAIS receiving HCI work

### **SIGHCI Server**

- Migrating over to the AIS domain
- AIS is not eager to hand out passwords to many people who are responsible for maintaining content
- Suggestion to have Gilbert manage the passwords. If you want to make a change to the site, email Gilbert and he will give you the current password. This password will last roughly 2 days.

### **SIGHCI Finances**

- Financial Report is incomplete. The data is not complete from AIS. Current to date all we have is Income. We show none of the costs for the ICIS workshop. The financial report will be distributed to the officers when the data is complete. (February 2005 – as told from Allison Bennett).