

**SIGHCI Meeting Minutes  
12-9-2006  
Milwaukee, WI**

Attendance: Matt Germonprez, Khawaja Saeed, Weiyin Hong, Ping Zhang, Jane Carey, Marilyn Tremaine, Jane Webster, Traci Hess, Na Li, Hong Sheng, D. Veena Parboteeah, Scott McCoy, Eleanor Loiacono, Paul Benjamin Lowry, Robin Poston, Peter Tarasenich.

Called to order by Traci at 6:43

Traci is going to step down and Weiyin Hong is going to start as chair July 1st, 2007

Running for Chair-Elect

Schedule as presented on the handout.

The nominating committee will track down people or people can approach the committee

There is a nice continuum of people that have had this position in the past.

Traci will continue to provide guidance.

Financial incentive as one possible motivation.

Conference offset.

Maybe not money but at least dinners or hotel rooms.

Are the SIGHCI funds best for setting aside for our own journal?

As long as you can make sure that the members get benefits than it shouldn't be a big deal. For example the newsletter.

The big concern is the time commitment and possibly tenure should be a hurdle.

Make sure that the role is clearly defined.

Make sure that the chair can delegate more.

People should also be more involved in the SIG to make sure that you have some idea of how things work.

Scott McCoy – concerned that the overall 6 year commitment is a large burden.

Weiyin is concerned that the two year commitment is long.

Possible reposition of chair responsibilities -- Chair should stay focused on the chair position and not on the smaller things.

Three officer positions are expiring at the end of June. Jinwoo Kim's (Vice Chair for Teaching Resources) and Rick Downing's (Vice Chair for Research Resources) and Matt Germonprez' (Secretary/Treasurer).

For all positions: Mid-Spring to identify candidates for the positions. July 1 to fill the position

Research Resources: Expand and update the pages (same with Teaching Resources)

LISTServe Manager Position and Newsletter: Modify these positions such that they can stay on longer than 2 years.

Allow the exception to bylaws? Annual renewals (by the entire executive committee) possible after the two year term. Agreed upon by both sides.

Is the newsletter something to keep?

Consensus yes, it is something to keep.

It is expensive but worth it.

It's about \$2500/year

Guidelines of starting AIS sponsored journals possibly being pushed through the AIS Council.

Is there a large enough user base for a journal?

Creation of Transactions (like ACM and IEEE)

Possible of the Transactions of JAIS

Possibility of print versions

Costs are relatively low to run this. The universities are responsible for managing the transactions of downloads.

Take it up with JAIS?

Get the proceedings online

Finance

\$22,000 in surplus

Sponsorship

Special thanks to WPI.

Gold, Silver, Bronze → Very well done.

Lunch or Reception

Bidding for Sponsorship

Pre-ICIS HCI/MIS workshop

General workshop summary including financial update

Profit: \$ 5,000 from workshop

Cost of workshop include:

Food & beverage \$40,000

Breakfast

Lunch: over \$20 for each person

AV equipment: \$ 960

Registration:

Registration fee: \$125 for faculty

54 registered, 62 participated (including sponsors and Ph.D. students)

Fixed cost covered by sponsorship

Summary of workshop

40 papers submitted to the workshop, 27 accepted

The smaller number of submission is due to More SIGs available  
 Higher acceptance rate at ICIS this year  
 More outlets at conferences  
 Quality of the papers is more at the borderline  
 Suggest including poster sessions

Advantages

Increase participation  
 Short paper on poster  
 Cut down number of paper presentations  
 2 minutes to promote papers by poster authors  
 Have different program committee for poster papers

Issues

Quality of the paper  
 Need to have different submission process  
 Difficult to manage

HCI/MIS Workshop 2007 in Montreal

Format: follow the one-day workshop format

AMCIS 2007 in Keystone, Colorado

9 mini-tracks

Special issue: Not successful with Database

Suggestion for outlet of special issue: IJHCS and IJHCI

Suggest packing AMCIS, PACIS, ECIS papers for special issue

PACIS 2007 in Auckland, New Zealand : no update

HICSS 2007 in Kona, Hawaii :

Joe Valacich and John Wells organized first HCI mini-track at HICSS

15 papers submitted, 7 accepted, acceptance rate approximately 50%

HCII 2007 in Beijing, P.R. China

Over 20 paper submissions

16 accepted so far

Plan to have 3 sessions, HCII has 7 papers per session, would like to have more time for each paper

Membership report

Have largest membership so far

Need to talk to AIS to update AIS website to allow members to register for SIGs despite of the expiration date of the SIG membership

Send emails to members to remind them to renew their membership

Newsletter update

Lina has the detailed newsletter printing cost

Continue to look for cheaper printing outlets

Website update

- Update AMCIS 2007 page
- Top part of SIGHCI page too crowded
- Need to find new ways of grouping information
- Add new logo to the website, and add it to the newsletter
- Ask Keng Siau to work on the logo to change the background
- Ask Keng Siau to send the word document of the logo (Jane's daughter may be able to work on it)

Membership directory

- Suggest reactivating the membership directory so that it is easier to find appropriate reviewers
- HCI membership directory is difficult to maintain, and is similar to AIS faculty directory
- Survey at the end of the workshops to ask participants to provide a list of research interests
- Ask people to update their research interests at AIS faculty directory to make sure to include a few key words related to HCI
- Leave a laptop at the workshop for people to update faculty directory

Other officer report: none

Future executive meeting dates: after the workshop

Other topics: none