

SIGUCCS Board Meeting (Open)

Monday, April 19, 2010

9:00 a.m. to 12:00 p.m.

Conferences, 9:00-10:30 a.m.

Board members present: Tim Foley, Bob Haring-Smith, Leila Lyons, Alex Nagorski, Karen McRitchie, Patti Mitch, Christine Vucinich, Kelly Wainwright

SIGUCCS Management Symposium, Spring 2010

Pat Kohrman reported that Ian McLeod from Camosun College, located in Victoria provided us with local support for projectors and printing of the SMS 2010 programs. The attendance is looking good with the exception of a few people who could not get in the country. We should be in the neighborhood of our Nashville numbers.

Leila Shahbender reported that she and Nancy Bauer feel that the program committee has put together an excellent program. They had a lot of proposals and combined some of them. They also had to decline a number of proposals. She noted that a number of first timers were presenting. Our one keynote could not attend and Mark Roman from the University of Victoria stepped up to fill the slot with a talk on leadership and its relationship to Star Trek. One of our speakers and a committee member could not get into the country due to passport issues.

Gale Fritsche reported on the SMS 2010 budget. He estimated a \$14K deficit.

SIGUCCS Management Symposium, Spring 2011

SMS 2011 will be held in Philadelphia with Nancy Bauer and Leila Shahbender as co-chairs. Gale Fritsche is the program chair and will also be performing the duties of treasurer. Other committee members are Richard Nelson publicity, Jim Yucha webmaster, and Gail Farally-Semerad, local arrangements chair. We are still looking for track chairs, a registration chair and a vendor chair. The theme for SMS 2011 will be IT: Leading the Revolution with the following tracks:

1. Managing New Technology Trends: Green Computing, Social Networking, Cybersecurity and Virtualization
2. IT Workforce Planning, Change Management, Fiscal Planning and Diversity
3. Innovative Leadership, Professional Development, Partnerships and Collaboration

A birds of a feather will be held on Tuesday to solicit more volunteers.

Fall Conference 2009, final report

Karen McRitchie and Gail Farally-Semerad submitted a full conference report to the board. Gail reported that the new conference format and the DiscussIT/LeadIT sessions were well received. The attendance was down but the hotel did not charge us for missing the room block which helped reduce our deficit. The conference tried to make the food minimum so everyone ate well. It was noted that it was hard working without an individual bank account for the committee which is what the spring symposium does. Next year's Fall 2010 committee will have their own bank account. The conference also introduced social networking tools such as Facebook and Twitter as part of the conference. Gail Rankin worked on getting local schools to come to the conferences. She looked at schools within a

three hour drive of St. Louis and contacted those schools individually. This worked well. They also had one day passes. Gail was very happy with the conference team and all the great work that they did. The conference had good evaluations but was in the red due to attendance. They had problems with the Sheridan mailings and Kelly is following up with them. It was suggested to possibly follow-up with Richard Nelson to see how he does the mailings for the Management Symposium. It was also suggested that it would be useful if ACM had a relationship with Kinkos and Office Depot. It was pointed out that there was some confusion concerning an ACM report that listed zero workshop income since the conference had 4 workshops which produced income.

Fall Conference 2010 - Kelly reported that planning for the Norfolk conference was going along well. The conference committee consists of: Melissa Bauer, Chair, Matt Felthousen, Treasurer, Miranda Carney-Morris and Trevor Murphy, Program co-chairs. There have been some issues in getting the TMRF submitted and approved. It had to be resubmitted due to changes in our conference fees. It was approved with a balanced budget and a projected attendance of 300. The fall conference will setup their own bank account. The two keynotes are: Ethan Zukerman and Charlie Kiriakou (see <http://www.siguccs.org/Conference/Fall2010/plenary.shtml>). The conference theme is Navigation & Discovery: redefining what IT is and learning new ways to be IT with new tools. The web site is up and registration is almost ready to be opened. The Call for Proposals went out and we have about 60 abstracts which is on par with last year but could still use more. The committee is in the process of notifying the authors. Abstracts are still being accepted. Miranda and Trevor are still trying to figure out how to integrate the LeadIT and DiscussIT sessions into the program. Right now they are focusing their attention on the people who have submitted papers. The volunteer slate is being filled and there are people in all of the key rolls. Leila Lyons would like the conference attendance grants on the web site with a deadline June 1 to July 15 for submitting grant applications. It was noted that the grants are intended for people who have not attended a fall or spring conference in the last 5 years. The Nauticus gala event contract has been signed. Nauticus is a Nautical Science Center which may also have access to a battle ship. The hotel is providing the catering for the gala which will help with the food and beverage minimums. The opening reception will be a river cruise on the Spirit of Norfolk. They need to work out the best way to handle the vendors and determine where they will get a chance to meet with participants.

Combined conference, fall 2011

First combined conference will be held at the Westin Gaslamp Quarter in San Diego. The current committee is chosen: Elizabeth Wagnon, chair, Parrish Nnambi and Chris Wiesemann co-program chairs for general conference, Matt Felthousen, Treasurer, and John Bucher one of the co-program chairs for the management symposium component.

There is a draft schedule developed by the board for how the conference will occur. The management symposium component would be first followed by the general conference. It was suggested to have the closing keynote for the management symposium be the opening session for the general conference. Kelly has a draft of the combined schedule to be shared with the committee. The board has also started to prepare some tentative budgets which can be used for the TMRF for the conference. Current dates being looked at are starting on October 31st or starting on November 11th. It was noted that the Oct. 31st starting date was only a week after the EDUCAUSE National Conference.

The board had not come up with a firm name for the combined conference. It will have two parts, the SIGUCCS Management Symposium and the SIGUCCS General Conference.

Elizabeth asked if there would be a common theme and it was pointed out that there would be up to the committee as the combined conference evolves. There will be a need to combine conference committee positions where appropriate. The BOFs for each part would likely be different and the programs would target different audiences with an effort to keep the character of both conferences. The pricing for each conference and a combined price has yet to be worked out. John Bucher was concerned that with the SMS 2011 only six months before the combined conference that it may be hard to attract people to the Management Symposium in fall of 2011. It was also noted that it should not be close to the EDUCAUSE 2011 National Conference. It was also noted that a higher budget might be needed to attract a quality speaker for the combined plenary. It was also noted that we might get a plenary speaker free if they are associated with an organization that cannot take honorariums. This happened at this year's spring symposium. It was also suggested that we might get more vendors because it is a broad-based audience and a full week.

Board Reports, 10:30-11:30 a.m.
Finances, Alex

Alex reported that the SIGUCCS budget surplus was around \$361k which is down from last year's surplus of \$400k. The board has approved increasing the conference registration fee by \$30 and keeping all of the other fees the same. The new fees will be in effect for the Norfolk conference. It was also noted that SIGUCCS needed to maintain a budget surplus of \$165K to keep ACM happy.

Workshops and webinars, Karen

Karen reported that our first webinar in January had 76 people in attendance and it went well. The next one is scheduled for April 28th and is entitled "Pump up the Jam". There were suggestions to have a new comers webinar, a webinar on how to give a presentation, and possibly an open board meeting webinar in addition to our regular quarterly sessions. Today's executive seminar has 16 registrations including 3 grantees. Karen will try to have 8 workshops for the Fall 2010 conference. Zukerman (keynote for Fall 2010) is doing a workshop on social networking. Other topics are digital tourist and digital natives perspectives -- management from the middle -- strategic planning from all levels --- prompting and communicating your IT organization (Christine), Second Life, project management (Greg Hanek) 2 one in the morning and a hands on in the afternoon on MS Project. Karen is looking for someone on emerging technology.

Information Management, Patti

Patti passed out information on a service called "member clicks" which she is exploring to track usage of our site as well as member activities. She said it was very robust and can do member applications, dues renewal, and event registration system all in one. It also has different access levels and the ability to have member profiles. It had a lot of the features that our current social networking site has as well as RegOnLine. The price was \$100/month. The overlapping with the things we currently offer was thought to be problematic. It was suggested that we look at a more focused solution that could be hosted by ACM.

Marketing and Membership, Christine

Christine reported that Richard Nelson added information in the SMS 2010 program about RegOnLine, Ning, the Fall 2010 conference and SMS 2011. SMS 2010 used Ning for planning the spring symposium as well as using the blog component for travel tips on getting to

Victoria. We will have a one page add placed in the Resnet conference program this year and there are two people at this conference from Resnet. Bob indicated that he needed to review our ResNet agreement.

50th Anniversary of SIGUCCS, 11:30-11:45 a.m.

Jack Esbin discussed some possibilities for the 50th Anniversary of SIGUCCS. He pointed out that the first User Services conference was in 1973 and 1974 was the first Management Symposium. It was suggested that in 2013 we hold our conference in Denver which was the birthplace of SIGUCCS. SIGUCCS was officially formed as an ACM organization in 1963 and the first newsletter was sent out in 1965. Jack also pointed out that ACM has no official records of SIGUCCS being formed in 1963. It was suggested to possibly do the following things: have a session on the history of SIGUCCS; invite Penny Crane award winners and hall of famers. Leila Lyons, Jack, and Christine will work on other possible events that we may want to hold for the 50th anniversary.

Any other business, 11:45 a.m.-12 p.m.

There was a brief discussion about the future of ResNet and how it intersected with the SIGUCCS mission.