Minutes from SIGUCCS Executive Committee Monthly Meeting – February 19, 2018

Present:
Laurie Fox, Dan Herrick, Lisa Brown, Mat Felthousen, Allan Chen, Chester Andrews

Absent:
Irene Frawley

Old Business:
Kristen Dietiker resigned from the Executive Committee in January. Allan Chen was appointed by the Chair and approved by the SGB.

New Business:

1. 2017 Conference
   - Final report - missing report from program chairs
   - Closing the financials - ACM kicking off week of Feb 5
     - Some questions about the calculations of fees - Laurie needs to follow up with ACM again

2. 2018 Conference
   - Keynote Results (Doodle Poll) - majority voted for Jeff Selingo
   - CFP closed 2/16
   - Plenary speakers selected:
     - Jeff Selingo (board sponsored) - $10k + travel
     - Geraldine Fitzpatrick (ACM) - no cost
   - Pre-conference seminars: Laurie stepped in to help. So far we have:
     - Disney Institute’s “Business Behind the Magic” tour. $280 per person, minimum 25 ($7k). Should promote this as “seminar” and not “tour”.
     - Normal deadline is 3/11 to have all selected and scheduled.
   - Major calendar items: All on track except CFP close/selection (due to extended deadline).
   - Conference committee: Still vacant are:
     - Local Arrangements Coordinator. Can’t get anyone from local unis to respond. Deproritized since Disney resort is all-inclusive.
     - Mobile App (Sched) Coordinator. Miranda unsure we need this. Laurie reminded that it is many hours work.
     - Newcomers Coordinator. Recommended pairing up an “old-timer” with a recent newcomer to blend experience and knowledge with fresh ideas and enthusiasm.
     - Newsletter Editor. If no one wants it, Miranda will handle via EC emails as Cate did.
3. 2019 Conference Update
   ● PAF submitted. EasyChair 2019 set up.
   ● Site selection in progress.

4. Professional Development
   ● Laurie sent out invitations to seven 2017 presenters to give webinars in 2018

5. Treasurer Update
   ● Will be adding $16k to “project” budget for 2018-19 fiscal year as per board conversations ($10k for plenary, $4500 workshop honorarium, $1500 mentor program)
   ● Need to remember to add money for travel, etc. when FY covers orientation for new board

6. Communication Awards Update
   ● Announcement about opening of Comm Awards went out 2/19/18
   ● Newsletter article ready to publish later in week (2/23)

-Minutes submitted by Laurie Fox