

AITP EDSIG BOARD MEETING MINUTES

A meeting of the Board of Directors of the AITP EDSIG was held in New Orleans, Louisiana on Thursday 1 November 2012 beginning at 08:00 AM, vice president Wendy CECCUCCI presiding.

The following elected directors attended:

Wendy CECCUCCI
Scott HUNSINGER
Miki LOUCH
George NEZLEK
Li-Jen SHANNON
Michael SMITH
Leslie WAGUESPACK.

The following ex-officio members attended:

Tom JANICKI, immediate past president
Susan KRUCK, JISE editor

The following were absent:

Eric BREIMER, flight situation
Kevin JETTON, FITE coordinator and conference planner, conference business
Mary LIND, family situation
Alan PESLAK, family situation

The following others were present:

Nita ADAMS, FITE liaison
Norbert KUBILUS, AITP president

WELCOME

- CECCUCCI welcomed everyone to the meeting and thanked everyone for their work.

MINUTES

- SMITH presented minutes of the 2012 Spring BOD meeting in Las Vegas. Several minor changes were made. SMITH moved and NEZLEK seconded the approval of the amended minutes. SMITH will post approved minutes to the website.

FITE UPDATE

- ADAMS had submitted her report to the Board via e-mail the previous week. She made one correction: 2011 NCC should be 2012 NCC. She went over in a general way the key parts of the tomorrow's AITP BOD meeting. She asked anyone who had questions to contact her.
- CECCUCCI and ADAMS discussed briefly the conditions for the criteria of the PhD scholarship and agreed to discuss that and other issues later including the FITE / AITP-EDSIG

agreement and their inclusion on the spring AITP-EDSIG board meeting.

AITP PRESIDENT

- KUBILUS held forth on some observations regarding the relationship between the AITP and the EDSIG and the origin of misconceptions about the relationship of the groups. He spoke of his desire to come to an understanding over the next few days of our relationship and produce a memo of understanding to “renew the partnership”.
- KUBILUS mentioned, for example, that AITP works with its student chapter advisers but that many of those advisers are not EDSIG members.
- KUBILUS spoke of their plans to create a “virtual student chapter” affiliated with a professional chapter to accommodate the many distance and other non-traditional students much as the DPMA did back in the 1970s or the “superchapter” at UNLV that allows IS/IT students enrolled in other colleges to affiliate with UNLV's chapter. This would enable students “at large” to participate in NCC. If the pilot is approved, they will start the pilot in Chicago next year.
- JANICKI spoke of the sources of some of the difficulties in the relationship, including EDSIG's non-voting status on the board. KUBILUS and ADAMS offered their perspective on the situation as well.
- It was generally agreed that there would be a follow up discussion of the relationship issue and AITP plans when we reconvene after lunch.

OFFICER REPORTS

Treasurer

- NEZLEK reported that we have money in the bank and presented a spreadsheet of the current status, including some of his guesses. He opined that our YTD spending is not out of line. Bottom line is that books balance and we're solvent--down \$10.5K for the year so far with about \$14K in the bank and much income left to be reported.
- KUBILUS reported that there are some number of AITP members who renewed on-line who will have to be invoiced for EDSIG dues. The YM system wasn't forcing them to renew EDSIG dues. He and Bill are still working on this. There was a general discussion, especially involving KUBILUS, HUNGSINGER, NEZLEK and CECCUCCI, of the current difficulties of billing and collecting AITP, chapter, and EDSIG dues and the difficulties this causes for other areas of our operations such as getting valid membership and subscriber lists and lists of people who do not renew membership. We need to be able to get a *list of members/services* associated with every check. Some of these difficulties go back to the failure to include EDSIG in the process of bringing up YM. KUBILUS will take these difficulties up with ELAINE MILLER at YM and will try to furnish a final list as of June 2011 of EDSIG members from the old system along with a more current list from the new system.
- After some delay NEZLEK presented alternative budgets for next year depending on whether we have a F2F or virtual meeting in spring 2013 and discussed whence he derived his estimates. This led to a detailed discussion of several possibilities including:
 - Virtual meeting

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- Reducing the size of the board or of the traveling board
- JANICKI brought up limiting the number of board members that travel to prospective conference sites while the spring board meeting itself is in a relatively inexpensive hotel at a place that's easy to fly to.
- JANICKI brought up that the conference chair and journal editors really should be voting members (not just ex officio) since they do most of the work of the organization. WAGUESPACK brought up some of the possible problems of this and solutions.
- KUBILUS brought up AITP's experience with virtual meetings and the difficulties of getting anything done.

Membership

- HUNSINGER and CECUCCI will cooperate to wordsmith an invoice document to be sent to AITP-EDSIG members who were never billed for EDSIG membership because of problems with the YM system.
- HUNSINGER presented his report, including the possible source of decline in the number of AITP-EDSIG members.
- There was general discussion on what benefits members perceive except for the conference and JISE. KRUCK provided some information on the number of JISE subscribers not through EDSIG.
- HUNSINGER opined that some of the AITP-EDSIG membership numbers provided by AITP in the past were incorrectly large because they did not reflect memberships expiring. There was therefore more involved discussion of the problem getting good membership numbers for AITP-EDSIG and possible reporting solutions to the problem, as well as the timing of payments from AITP to AITP-EDSIG. These discussions will be moved off-line.
- SMITH moved and KRUCK seconded to accept HUNSINGER's report. Approved.

Vice-president (Educator of the Year)

- CECUCCI and JANICKI reported on what the EOY is presenting about. There was some general discussion on breakfast and dinner invitations.

ISECON/CONISAR 2012 UPDATES

ISECON Registration/Attendance/Fun

- JANICKI presented his report of ISECON/CONISAR 2012 team and issued call outs for exceptional contributions to the effort. It's been a great team. Some highlights:
 - We have over \$6,500 from vendors thanks to REITHEL's work.
 - Some complaints about the price of the guest package this year but it is just New Orleans.
 - We had more workshop applications that we had slots for workshops!
 - The \$100 extra paper fee is kicking in for the good. Over 10 paid that extra fee.
 - We continue to make progress toward our submission and attendance goals.

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- JANICKI brought up the difficulties with our due dates, and the strange inability of some authors to follow basic formatting instructions and who turn in stuff we would not accept from our students. JANICKI will recommended that we move the due dates to two weeks earlier in the year: June, July and August 1st from the 15th of each month.
- JANICKI brought up the issue of the Proceedings document.
- KRUCK brought up the MyItinerary app for phones that she saw at AMCIS that was so useful. JANICKI and CECCUCCI agreed we should consider it.
- JANICKI pointed out that we don't have a refund policy that's posted on the website. In the past, we've done it on a case-by-base basis but Sandy has illustrated the need for a policy published on the web.
- JANICKI moved and KRUCK seconded a motion regarding cancellation policies:
 - Cancellations must be via e-mail.
 - No dues will be refunded. Show up or not, you will renew your AITP and EDSIG memberships.
 - Before the early bird discount date, if you cancel you will get all conference registration fees refunded.
 - After early-bird up to ten days before the conference, half of your registration fees will be refunded.
 - Regarding guest packages, all guest fees will be refunded for cancellations ten days before the conference.
 - Papers not presented by a registrant will not be included in the proceedings or future journal consideration.
 - The conference chair can still make exceptions for medical or other reasons on a case-by-case basis. (This point will not be posted.) The posting will read "no refunds less than ten days before the conference.)
 - Motion passed. SMITH will report this to BREIMER and work with him to get the wording right on the site.
- JANICKI opined that we will have to raise registration fees starting next year because food costs are rising. WAGUESPACK pointed out that we might have a standard conference fee model of (estimated cost for a given city + operating income needed) / estimated number of attendees. Board would use this information to select locations. KUBILUS pointed out that other conferences have had success going to smaller cities that have good air connections.
- JANICKI brought up the issue of conference chair for 2013. He opined that it really needs to be a 2 year commitment. We should think about this and reach a decision and discuss it on Saturday.
- JANICKI brought up the need to be clear on what the AITP receipt is if members renew just for AITP or if they also renew for EDSIG. The board consulted the website and there was some general discussion on the need to clarify the current fee structure, why it is the way it is, and how it is administered. KUBILUS opined that we have simply automated old business rules that have been brought forward without question.

CONISAR Papers

- HUNSINGER presented his report and discussed the details, including acceptance rates.

JISE UPDATE

- KRUCK presented the JISE report of the information she had e-mailed earlier, including publication details and the many things she has done to increase visibility and the
- She reported that the AMCIS Editors' Panel was very well attended.
- KRUCK reiterated that JISE does not insist on JISE citations to inflate the impact factor unlike some other journals. JISE was rejected by impact factor (Thompson) because of low citation counts and low subject category ranking. There was some speculation that this is because of the educational nature of the journal. The impact factor is going to be difficult to get.
- JISE is now indexed by Elsevier and Scopus, which is important for the European authors.
- KRUCK brought up the pros and cons of going on-line and there was some general discussion of this. KRUCK pointed out that somebody would have to manage this on-line access to members. It was generally agreed that this should be discussed later.

ISEDJ/JISAR UPDATE

- HUNSINGER presented his report on JISAR and discussed the details. Acceptance rate is 40-45%. Special issue on cloud computing coming up. JANICKI reported that JISAR is averaging about 20 hits/day.
- CECCUCCI presented her report on ISEDJ. Acceptance rate is 40%. CECCUCCI is resigning as editor and there are prospects familiar with the process to take over her position that she'll be talking with. She reports that she gets a lot of requests to accelerate publication of articles already accepted, which she currently bundles periodically into issues. She does try to accommodate these. There was extensive back and forth about the speediness of this process.
- JANICKI opined that in both cases, batching articles into issues increases the perception of the journals as professional. ISECON and CONISAR proceedings both received ISN numbers this year.

ANNUAL MEMBER MEETING

- JANICKI listed at-large members who need to pass him business cards if they are interested in standing for office at the member's meeting.

ADJOURNMENT FOR LUNCH

- Meeting adjourned at 1135 AM. Those who are not presenting or otherwise occupied will reconvene at 200 PM.

RECONVENING OF MEETING

CECUCCI reconvened the meeting at 200 PM.

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Tom JANICKI, immediate past president, conference business
Susan KRUCK, JISE editor

The following were absent:

Eric BREIMER, flight situation
Mary LIND, family situation
Alan PESLAK, family situation
Li-Jen SHANNON, conference business

The following others were present:

Norbert KUBILUS, AITP president

ISECON/CONISAR 2012 UPDATE

- JETTON reported on the status of our room block and obligations and how they've been affected by Sandy. So far, the hotel appears to be accommodating reasonable cancellations. Obviously many people wanted to be in New Orleans for Halloween, which worked well for the hotel and so for us. He thinks we're down about a dozen attendees for cancellation but we won't know until no-shows contact him or JANICKI.

ISECON/CONISAR 2013 UPDATE

- JETTON reported on that we'll be using a familiar hotel, The Crown Plaza, on the Riverwalk in San Antonio for Nov 7-10, 2013 at \$139/night. It is a pleasant walk to the restaurant area of the Riverwalk.

ISECON/CONISAR 2014 UPDATE

- JETTON reported that we have the contract for the Sheraton Inner Harbor in Baltimore 11/6-11/9/2014, at \$169/night. However, one can take the light rail from BWI almost to the hotel. Hotel is a short walk from the Inner Harbor. The hotel reports that rumors of its impending demolition are nothing more than rumors.

ISECON 2015 SELECTION

- JETTON presented a report of sites in Orlando, which was the Board's first choice indicated

during the Las Vegas BOD meeting. ISECON 11/5 to 11/8/2015. He identified 5 properties in our range. Based on recommendations from a local conference planner, his recommendation is the Orlando Doubletree (by Hilton) near Seaworld on International Drive on the shuttle route.

- There was some discussion about the pros and cons of the Royal Plaza in “Downtown Disney”.

PLACE FOR THE SPRING 2013 BOARD MEETING

- JANICKI opined that we should just allow the new president to select our spring meeting place for 2013. There was extensive discussion on the pros and cons of this.
- Re. cost, WAGUESPACK said that we need to have personal and board targets on spending that will set limits on where we can meet for this and future springs. The limit for spring 2013 is \$550/person (w/o justification) that will be February 8-10, 2013 running 205/6 Friday and 830-400 Saturday. Dinner with board Friday night will be Dutch.
- Consensus is to trust CECUCCI to make a good decision re. Spring 2013 meeting location.
- JETTON will get the Royal Plaza to send a sales kit to see whether they could fit our meeting into their property.

QUESTION OF WHO WILL VISIT PROSPECTIVE CONFERENCE SITES

- JANICKI opined that we should limit inspection of prospective conference sites to a few board members, perhaps the president and vice-president. CECUCCI disagreed. There was no consensus reached on this issue.

CHANGING MEMBERSHIP OF THE BOARD

- HUNSINGER and others brought up and explained the idea of making the editors of our on-line journals as voting members of the board (rotating into one spot) as well as the conference chair. SMITH pointed out that the conference paper chairs actually do more work than the on-line editors and brought up the idea of making them voting members instead and reducing the number of members at large. There was a deep philosophical discussion of the matter of who should be on the board and how big the board should be.
- WAGUESPACK suggested that we include this as a matter of discussion for a limited time but not voted on at the general meeting. It was the consensus that this is a good idea.

AITP PRESIDENT ACTION LIST

- KUBILUS presented his understanding of action items.
 - Report of payments that come in at the individual transaction level--who paid and what it was for.
 - Roster available monthly of EDSIG members who are paid up and when membership expires.
 - List from old portal of EDSIG members as of 6/20/11 and 6/30/10.
 - List of people who have renewed as AITP members but not renewed EDSIG dues in the last 12 months.
 - List of people AITP will be invoicing for EDSIG dues not collected automatically.
 - “We’re not for profit but we’re not for loss either,” said KUBILUS.
- There was some discussion again of the rationale of the revenue split between AITP and its

EDSIG. KUBILUS will do some research to identify the historical reasons for this.

ADJOURNMENT

- Meeting adjourned at 400 PM.

MEETING RECONVENED

Meeting was reconvened at about 130 PM Saturday in the Conference Workroom, vice-president CECCUCCI presiding, for the purpose of electing a new ISEDJ editor to replace CECCUCCI, who is resigning.

The following directors attended:

Eric BREIMER
Wendy CECCUCCI
Tom JANICKI
Scott HUNSINGER
George NEZLEK
Michael SMITH
Leslie WAGUESPACK

APPOINTMENT OF ISEDJ EDITOR

After some discussion of the excellent possibilities, the BOD voted to appoint Nita BROOKS as ISEDJ editor.

GENERAL ELECTION

JANICKI went over the names of name those who have indicated they will run.

HOUSEKEEPING

CECCUCCI announced that appointment of officers to hold portfolios will occur in January 2013 and that those holding portfolios now will keep them until the February meeting.

ADJOURNMENT

The meeting was adjourned at 145PM.

Respectfully submitted,
Michael SMITH, recorder.