

Jan 30<sup>th</sup>, 2016 Minutes, Winter Board meeting – Austin, TX - 8:00am

In attendance - Scott Hunsinger, Wendy Ceccucci, Leslie Waguespack, Meg Fryling, Anthony Serapiglia, Peter Wu, Tom Janicki, Muhammed Miah, James Pomykalski, Jason Sharp, Lee Freeman, Jeffrey Babb, Eric Breimer

- Call to order – Hunsinger
  
- Approval of previous minutes (Serapiglia)
  - o 11\_1\_15 Wilmington Board minutes
    - Moved to accept, second, Passed -
  - o 11\_3\_15 Wilmington General assembly meeting,
    - Clarification on wording, adjustments made for clearer understanding.
    - Spelling adjustments
  
- Treasurer report (WU)
  - o Spreadsheet shared
  - o JISE operating almost even, slight deficit
  - o Conference (Wilmington) operated at small profit
  - o Healthy balance moving forward. (\$45k)
  - o Motion to accept – passed unanimously
  
- Membership Report (Breimer)
  - o Reference Wilmington November membership report as current
  - o Move to accept, Second – Accepted
  
- Board Elections
  - o Noted that elections used to take place after the general meeting at conference.
    - Move that election of board officers (treasurer, Secretary, and membership) be conducted as soon as possible after the general membership meeting and prior to Jan 1.
    - Motion Passed
  - o Secretary – Serapiglia unopposed
  - o Treasurer – Wu unopposed
  - o Membership – Breimer gives synopsis as outgoing membership director.
    - Fryling – unopposed
  
- Approval of OLD minutes
  - o Moved to offline for clarification
  - o Noted that these had previously been approved, but not officially made public, and this is a formality
  - o Review will be conducted and e-mail vote taken
  
- Wilmington 2015 Conference Qualtrics survey results (Waguespack)
  - o Comments section has some value, other issues non-addressable

- Special note that keynote speakers have been tremendous and needs to be highlighted
- Still looking for ways to capture the one time author into a continuing member
- 2016 conference planning
  - Approved Austin as the Site for 2017
  - Acknowledgement of success in Wilmington
  - Discussion on fees
  - Discussion on paper tracks
    - More tracks clearly identified with specific members to lead them
      - Engaging more members
      - Developing leadership
      - Signaling commitment to these topics
    - Muhammed – EDSIG Papers chair
      - Neelima Bhatnager – Assistant
      - Li Jen Shannon - Assistant
    - Wendy – Academic Workshops/proceedings
    - Anthony/Cameron Lawrence – Teaching Cases
    - Jeff Cummings - Abstracts
    - Bruce Saulnier – Pedagogy
    - Les Waguespack – Model Curriculum
    - James Pomykalski – Data Analytics
    - Packy Laverty – Industry Workshops
    - Therese O’Neil – Online Learning
    - Ulku Yaylacicegi Clark – Cybersecurity
    - Karen Pullet – Social Events
    - Michelle Louch – Outreach/Social Media
    - Peter – CONISAR Papers chair
    - Biswadip Gosh – Assistant
  - Eric presents
  - New website preview [iscap.info/2016](http://iscap.info/2016)
  - Conisar is still has high key word recognition, pointed directly to subpage, to take advantage of this.
  - Request for board members to review and double check spellings, etc.
  - More specific track chairs with better verbiage and focused call.
  - Need more help in sponsor recruitment, workshops, and panels
    - Ceccucci volunteers for help with teaching (Academic) workshops
    - Wu and Babb also volunteer for help on workshops
    - Frydenberg mentioned from Bentley
    - Breimer coordinator for industry contacts
  - Panel suggestions – based on clumps of papers (flipped example from Wilmington), moderator separated from topic (George)
    - Waguespack to help in organization
  - “Birds of a feather” grouping – breakfast tables? Wednesday morning?

- Deadlines. Moved to the 1<sup>st</sup> rather than the 15<sup>th</sup>.
- Karen Paulette – Social Events – Monday Afternoon – menu of events identified. Advanced signup, partially subsidized by us, with transportation cost covered, etc.
- Staffing – Good feedback on having board members covering duties. Also helped in including journal editors. Also – to help with AV and room prep etc.
- Which is better to extend if we get more, Sunday afternoon or Wednesday morning.
  - Timing should be sensitive to room nights and scheduling.
  - Opinion poll – there will be 2.5 days – should the .5 be on Sunday (1) or Wednesday (5) -
- Distinguished Educator Discussion / Vote
  - Len Jessup – nominated, seconded
  - Unanimous

Break to tour rooms of Austin hotel/Lunch

- At lunch –
  - Approval of Austin for 2017

**Return -**

- Five Popular Cities vote turns to top three:
- Orlando, Charlotte, Virginia Beach

General EDSIG Board discussion

- Expiring terms:
  - Tom, James, Anthony, Peter, Nita in 2016
  - Three terms expired in 2017
  - Should we reduce EDSIG board size from current 12 persons to 10 persons
    - Change in the by laws
  - ISCAP will pay for ISCAP members to come to board meeting in the future
  - Conference chair (Eric) is an appointed member of the ISCAP board
    - Conference chair will not always be a member of ISCAP board
  - ISCAP will always have two members of EDSIG board (appointed by EDSIG)
    - For “cross-pollination” purposes.
- Goal is get other members (Conference goers) involved without directly being part of the board.
- Motion: “Change Article 6, para 3b to change the number of directors from 8 to 6
  - Change Para 6, to change the number of directors from 4 to 3
  - Change Article 7, para 2 to change the number of directors from 8 to 6”
  - This change will be effective with the 2016 membership meeting
- Discussion
  - Tom sees role of EDSIG will change in future as a reason for this change

- Wags wants to have editors of ISEDJ and JISAR to have some say in the future also shows our fiscal responsibility to the membership
- Jason - leaner board means we want greater reasonability from general membership—shrinking size of board asks for more participation from the general membership
- Wags-more opportunities will help to fuel involvement from membership
- Mohammed thinks conference chairs should have vote on board
- Wags has different perspective
- Board does conference and journals
  - Publisher should have vote as well as the editors
  - Board to think of ways to honor publisher and editors
  - Wendy—the member’s University sees the service component of board members and editors, this is reward....
- Tom suggests to table this motion
- Question, could Journal Editors accept papers from non-conference papers?
- Eric-wisdom of appointments for editors and conf chairs should come from board rather than membership
  - Ok with certain positions do not have role on board (voting)
- Wendy-editors then do not have to be at meeting
- Tom withdrew his motion after much discussion

#### Advice on dates

- Sun thru Wed or Thurs. thru Sat
- Wags wants to wait on this issue until we see the competition from ISECON
- 2018 Nov 4-8

#### Distinguished Educator - vote already taken through e-mail.

- EDSIG Fellows
  - Email from Wendy about fellows
  - They are Doris and Warren
  - Tom made motion to accept both recommendations
  - Seconded by Wendy
  - Unanimously approved
  - Wendy asked to go back to fellows (Bill Tastle) to be clear on whether or not they want EDSIG membership for life
  - Wags suggests that we suggest a different registration fee for fellows in the future
- ISEDJ and JISAR
  - Asking for board members to be on editorial board
    - Review papers
    - Email will be sent out in next two weeks
  - ISEDJ WILL HAVE ABOUT 6 ISSUES
  - JISAR WILL HAVE 3 TO 4 ISSUES
- JISE update
  - Reviewed by board
  - Lee reports that journal has deficit of 2,000 to 4,000 dollars

- Peter's number are in conflict only losing 800-1000 dollars—did not include payment from AIS
  - Lee has been commended for his first year as editor
  - Thanks are offered to Lee for helping us get our keynote speaker for Las Vegas
    - Offer Lee help in future—EDSIG will process his credit card transactions
- Journals—publishing and copyrights
  - Board needs to consider having ISCAP own copyright oversight on journal
  - In our not-for-profit status we agreed to publish journals
  - Editorial content stays with EDSIG with ISCAP taking over copyright
  - Cannot get Lib of Congress numbers for ISEDJ—because of previous ownership
  - Owner of journals should be ISCAP
    - We started it so we should show ownership
  - Ownership of conference proceedings are already under ISCAP (2015)
  - Motion (TOM): move copyright and publication rights and ownership of ISEDJ and JISAR to ISCAP, with editorial content managed by EDSIG
    - Second by Anthony
    - Friendly amendment by Wags accepted by Tom to change “managed by EDSIG” to “administered by EDSIG”
    - Unanimously approved
  - Look at impact factors
    - James will look into the meaning of impact factor
      - How can we encourage this
- ISCAP Updates
  - Discussion led by Tom
  - Review of 2016 Conference Starting budget
  - Tom had more detailed estimates for costs—better able to track in future
  - ISCAP has applied to be sales tax exempt from NC
    - Waiting to hear if we get \$1785 in sales tax back
  - Conference registration and payment system directors need to be given recognition
  - In 2016
    - Tom and Eric
    - Wilmington was organized to be a break even scenario
    - Las Vegas registration fee going from \$295 to \$320 (plus \$75 for EDSIG dues)
    - Wilmington 115 full registrants
    - In Las Vegas
      - Should be able to get at least 130 registrants
      - Low estimates of vendors and grad students
      - 150 paying registrants are 2016 estimates (conservative)
    - ISCAP board approved Eric and Tom will go to Las Vegas in May (\$1500 expenses to conference)
    - Potential net income for 2016 is \$3,074 (conservative)
  - EDSG received a “detailed” report on the 2015 conference revenues and expenses and an estimate of the 2016 conference revenues and expenses
  - Motion (WAGS) set 2016 conference registration fees at \$320.

- Second by Scott
    - Unanimously approved
  - Discussion on reconciliation of AITP and EDSIG membership records (fees)
    - Estimate the EDSIG brings in about \$9000 annually
    - Estimate of board costs to be about \$7500
    - EDSIG looks to be able to breakeven (about) each year
  - Suggestion by Scott for 2016 conference to keep EDSIG dues at \$75
- We have Odds and Ends to be discussed as of yet
- Eric states that two sets of minutes that were approved and amended (Baltimore & Pittsburgh) but amended copies do not exist
  - Reviewed by remaining board members
  - No changes were made to the Minutes from the Baltimore meeting
  - Multiple changes were made to the Pittsburgh board meeting minutes
- Social Media (Eric)
  - Go live with Conference website (February 1<sup>st</sup>)
    - Promote speakers
  - Place on Facebook
    - Promotion of conference
  - Setup Twitter Account
  - Email blasts
    - Original call will show point of contact for each track, panel, etc.
- Other Last Items
  - Conference Name: Tom—Should we change the name to ISCAP Conference?
  - Where can we find new participants discussion?

Wags moved to adjourn, seconded by Tom

Adjourn at 5:15PM