

**SIGHCI Meeting Minutes**  
**Friday, August 6<sup>th</sup>, 2004**  
**6:30-7:30**  
**Marriott Marquis**  
**New York, New York**  
**AMCIS 2004**

Attendance:

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Welcome from Fiona Nah

Introduction of New Council

- (1) Advisors
- (2) Officers

I. Membership Report by Tom Roberts

- a. 301 Members from 6 continents and 32 countries
- b. Membership website is available – URL in the newsletter
- c. Membership is up
  - i. Question: Could it be higher? Right now it is roughly 8% of the total AIS membership (out of 4,000)
- d. Concern: Membership doesn't auto-update at AMCIS. Wants to contact people with different expiration dates.
  - i. As it stands right now, people have to remember to re-register by themselves.
  - ii. Question: How can the process be streamlined?
    - 1. Possible Solution: Mass email to remind people/members to register/re-register.

II. HCI Track at ICIS by Kai Lim

- a. Track being handled by Kai Lim and Dov Te'eni
  - b. Question: What about aligning the ICIS track with fast-track to journal(s)?
    - i. This issue was tabled until later.
  - c. Question: What about the track's alignment with the PRE-ICIS Workshop?
    - i. Workshop has the benefit of fast-tracking to journals
    - ii. Workshop is considered more developmental than the ICIS track
    - iii. This issue was tabled until later.
- III. SIGHCI By-Laws by Fiona Nah
- a. The by-laws are available at the web site
  - b. Questioned Article 4 of the by-laws. Is the yearly election process the best for the SIG?
    - i. Problem with 1 year elections include finding new people to do it and getting votes every year.
    - ii. Problem with 2 year elections: Past-Chair/Chair/Chair-Elect positions becomes a total of 6 years not 3.
    - iii. Proposed solution (not voted on): 1 year term. If the SIG is comfortable with an extension of the term, it can be extended.
- IV. PRE-ICIS Workshop Planning by Traci Hess and Scott McCoy
- a. General Update
    - i. 17 research paper slots
    - ii. 1 panel -- Publishing HCI in IS journals
    - iii. Special Issue into JAIS
    - iv. Likely to have the reception on Saturday evening
    - v. Food choices will be distributed to attendees
    - vi. Budget Issues
      - 1. Fees in 2004 -- \$175 (up from \$150 in 2003)
      - 2. Fees for students -- \$100 (\$90)
    - vii. Sponsorship is still being sought
      - 1. \$5,000 to \$10,000 are desired
    - viii. Question: Possibility of adding lunch for an additional \$50/person?
      - 1. To be addressed on an as needed basis. Not likely in DC (2004)
- V. SIGHCI Server
- a. Desire one central server to reduce the number of distributed machines that are currently being maintained by several different people
  - b. AIS should provide server space
    - i. Contact Samantha Spears
    - ii. Tom Roberts said he has someone in mind who can help with this transition.
  - c. NOTE: Jane Carey suggested that SIGHCI have a liaison between the SIG and AIS
    - i. Address voting and server issues
- VI. Newsletter
- a. Will no longer be mailed because of outdated addresses.
  - b. The newsletter will be circulated in person and available via the web.
- VII. Comments
- a. Reminder to subscribe to the listserve
  - b. SIGHCI is maintaining a photogallery
    - i. Question: Who should pictures be sent to?

- c. Trying to form relationships with other HCI/CHI groups to provide a unified voice of the community.
- d. Should try and get better representation of SIGHCI at the following AIS sponsored conferences:
  - i. PACIS
  - ii. ECIS
- e. Invitation to attend the curriculum meeting to show support for moving HCI classes into the graduate/undergraduate curriculum
  - i. Suggestion: Add a methodological HCI course in order for students to better understand our work.