SIGCHI EC Paris 7/20/2010

Gerrit call to order 9:15 a.m.
Welcome to Jonathan Lazar, Adjunct Chair for Public Policy
Paris contracts near signing; meeting with local HCI folks Wednesday dinner.
Review agenda, timing for participation from those not here in person.

CHI communities

Communities of practice at CHI conference
plus other communities?
per Fran, should be no closed communities; open vs. moderated lists as metaphor
EC agrees: membership in "community" open to non-SIGCHI members as introduction to SIGCHI, key figures (SIGCHI members) to govern
Dan's community proposal: non-members can't vote; mechanism for creation, hold elections, have members, have email list; cf Dan, Fred, Scooter meeting in SF.
Community creation approved by/thru EC. Opt-in vs. opt-out; e.g., CSCW attendees.
Financial support? Separate issue from creating communities. D/S/F should move ahead with infrastructure proposal, RFP for Viveka, get it going.
Conference communities have no on-going structure, leadership, communication mechanisms.
Action item: Dan/Scooter/Fred create RFP, contact Viveka for cost, feasibility; deadline: August 20, 2010.
Elizabeth to communicate w/ current parties, tell them to collect email addresses for their communities, we'll announce requirements and next steps RSN.
A community that owns a conference provides continuity; we want a conference to have a community to facilitate communication.
Revisit # of communities, active vs. affiliate (lurkers, don't count toward limit of 5 communities)

Pubicity

EC acknowledges that publicity is something we need to do well and haven't. No lead identified yet. Elizabeth talked with candidates; Jonathan Lazar suggestion: list of news articles w/ HCI people to include on SIGCHI web site; cf Beth Mynatt's CHI 2010 list. (Fred provide space on sigchi.org?)

Republication

John Thomas. Interesting issues, no good examples. Problems of language/translation. Requirements for publication/presentation of "novel" material at conferences? E.g., written in Mandarin Chinese, resubmit translated by same authors? Copyright issues: translated work is equivalent to new work (per Dan). TOCHI requires 30-40% new material for acceptance. Inconsistent application: Translated works accepted or not? International conferences tend to require English, national conferences accept local language. Translated work by same author s/b accepted. "Accessible to international audience means being in English" per Dan. Articles in Asian languages are not visible to international audiences. If it's not in English it's not serving the HCI community. Policy proposal: publication in language other than English does not qualify as prior publication; translated paper is eligible as new work (per Dan Olsen). Is alt.chi not archival and therefore not prior publication??? Non-archival work is in ACM DL?? Ask

conferences to declare whether their content is a "publication"? Is alt.chi a publication or not?

Action item: Jonathan proposes declaration of our policy on conference and journal publications, value for tenure; John Thomas to draft ASAP.

SIGCHI.org web site

Elizabeth discussing with Scott (??) and UPA, for instance, about what's desirable. E has a personal deadline of August 2. There is budget for website.

Relations with other societies

Elizabeth: UPA, HFES, IxDA, STC, IFIP-13, British HCI/Interact and others. Spoke on panel at UPA 2010 (Munich). Discussed announcements to distribution lists, point to related conferences from websites. Drafted proposal w/ UPA President Silvia Zimmerman re: cooperation between societies; HCI/design is bigger than all of us, we should cooperate. Post to IxDA web site? "Roving reporters" for conference attendance and reporting, paid registration. Exhibition space? UPA committed to booth at CHI; must coordinate with conference chair and exhibits coordinator (Carol Klyver). EC pays registration to conference. Each society must publicize/publish throught their major channel (web site, journal??). World Usability Day support.

Issue of accreditation/certification raised, we're not comfortable with it. Hold for Jenny Preece.

Revisit question of sending email/surveys until report from CHI survey (Regina working on).

Membership meeting

Elizabeth's proposal. Enticements, advertising, promotion, work with CHI Chairs. Start working with chairs now. Discussion of format, call it "Town Hall," food/beverage, don't conflict with dinner or other venues, ask for volunteers. Elizabeth will discuss schedule, communication with conference chairs, with Scooter as CMC Chair.

Resumption of **CHI Communities** discussion… a revised document was prepared this morning. Document was updated to reflect afternoon discussion as well.

- Discussion of whether/how community membership may be limited.
- Discussion of how SIGCHI membership and the right to vote can be balanced
- Generally, thorough discussion of governance issues: general approach: don't start by being too bureaucratic and (over-)specified

Revised proposal was approved.

Republication policy also continued from morning…

- Discussion of republication, mostly focusing on going from English to other languages and vice versa
- Proposed policy was approved

Grace Hopper Conference – Report from Elizabeth

- HCI Day at this year's Grace Hopper

- In Atlanta this year. Beth Mynatt and Elizabeth taking the lead in organizing.

Reviewing (for conferences) – Issue introduced by Elizabeth

- Idea: Reviewing workshop to help mentor younger members of the community
- Good discussion on different ways to define and (then eventually address) the "problems" with reviewing

CSCW 2012 Reviewing Process – Report by Gary

- Presentation of a detailed plan by the CSCW 2012 team… Big innovation: time for a significant revision cycle
- EC supported the proposal
- Dan raised the issue: the "CSCW community" might consider the creation of an ACM Transactions on "CSCW" or "Social and Collaborative Computing". What if the entire acceptance to the conference went through the journal? (Parallel to TOCHI, except since CSCW is smaller…) "We know there will be 60-70 papers per year".

Public Policy – Jonathan Lazar

- Jonathan has prepared notes to outline the history and goals… note that this is his first EC meeting as Adjunct Chair for Policy
- Selected notes: "Informing policymakers about science and interaction design, not politics, not activism…."
- Noted different focus of US ACM Public Policy Council
- Interesting discussion about what the role of this group should be… complicated issue: whether it should state positions of SIGCHI policy
  - o Strong point of consensus: to enhance awareness and facilitate debate
  - o It's possible that the SIGCHI EC may issue policy statements (which could originate from (among other places) the SIGCHI US Public Policy Committee. However, there is no general agreement about this, and any decisions would have to be made on a case-by-case basis.
- Another issue discussed: is it appropriate for the EC (say) to "sign on" to policy statements offered by other groups such as (say) UPA or HFES?
  - o We decided **not** to have the EC support such statements "as the EC", that is, the EC would not sign (collectively) as "Members of the SIGCHI Executive Committee" (or some such)
  - o On the other hand, individual EC members certainly could sign on using (just) their own names.

(Wednesday)

Finances – Report by Gary

- General point: we now can get a near-continuous (at least monthly) updated budget (expense + income). It's a "living document".
- To be prudent, we are setting aside money for CHI 2013 (in Paris) to cover expected higher (than North America) meeting expenses

CHI 2010 – Iceland volcano stranding (reported by Scooter)

- Cost to SIGCHI was nominal, thanks in part to generous volunteering by Georgia Tech people, including Beth Mynatt
- Will write an article in Interactions

Awards – Gerrit, Loren, Elizabeth

- Proposed award (Emma Candy Award) at the Creativity & Cognition conference currently is going through the ACM approval process
- Issue discussed: allocating speaking slots at CHI
  - Policy proposed and approved: The annual CHI Conference will allocate three non-plenary sessions, one for each of:
    - Lifetime Research
    - Lifetime Practice
    - Social Impact
- This means the appropriate timeline is that the award recipients are selected by early December
  - **Action Item**: Loren and Brad must get on this. Loren will notify Brad

Local Chapters

- Nick is stepping down
- Suggestion: appoint a "Communities" chair who's responsible for (the new) Communities in general, which now will subsume Local Chapters.
- Discussion: again, what is the value proposition for a group of "HCI people" to be an ACM SIGCHI Local Chapter?
- For some local groups, simply being a "Community" may be the better alternative. Others still may want to be a local chapter.
- Gerrit will take the action of finding someone to take over this role

Lightweight file sharing – Elizabeth

- Can we use the sigchi.org site (PLONE)?
  - Answer: yes we can.

Policies for data sharing - Loren

- Conference, society data
  - We can publish this…. We "already are". Where is it?
  - We will do a better job of this.
- Reviewing data
  - Public aggregate summaries
  - Private, sensitive datasets accessible only under certain conditions to specified people
    - Lots of discussion here, no consensus
    - There will be a detailed discussion of this later
  - Loren will coordinate a discussion of this
    - Jean-Daniel
    - Report at next telephone meeting

Education – NRC Report

- Discussion of NRC report on science standards for K-12, role of computing in the report.
- Jonathan L will follow up on this

Education – Elizabeth

- Discussing appointment of Jenny Preece, and plans regarding HCI Education
- Elizabeth, Jenny Preece will be doing interviews
  - These may be considered a "pilot"
  - In future, the EC is willing to offer significant resources (e.g., to hire a student to conduct a large number of interviews) if Jenny and Elizabeth need it. In other words, HCI and Education is a priority, and the EC will support efforts in the area.
  - Curricula. Two approaches: integrate into existing curricula (like CS), create new HCI(-centric) curricula. They aren't mutually exclusive.

CHI Women's breakfast – Gary reports

- Organizers have gotten sponsors to support a large-scale breakfast at CHI. No financial support requested from EC. EC strongly approves of and supports this event.

Trademark issues – Gerrit

- CHI is trademarked by ACM
- SIGCHI is not. Would cost $1500-$3000 to do it for US.

- EC approves spending money to do this

SIGCHI.org (PLONE) demo/tutorial/Q&A by Fred

Conferences (CMC) report – Scooter

- CHI 2012 Chair – Joe Konstan proposed. EC approved.
- CHI 2013 Chair – Wendy Mackay proposed. EC approved.
- Conference meta-data project
    - Big changes starting in 2011 [Scooter's report has a comprehensive list]
        - For example, **all** authors of a submission must have a PCS id, and the authors will be listed by their PCS id, not their name.
- Update on forming new Conference Management Council
- Issue of printing conference proceedings
    - Decision: we give CMC authority not to print CHI proceedings anymore if they so decide.
        - Print-on-demand: we don't think this is possible yet
    - New "output" – a single PDF file containing title+author+abstract for all papers/notes. Supports global browsing of conference content.
- Currently, when non-ACM-members register for the CHI conference, they pay more than ACM members. The additional fees are used to automatically enroll these registrants as ACM members. The EC supports continuing this way of doing things.

Specialized conferences – Philippe

- Some discussion about communicating relevant policies to organizers of specialized conferences
    - Develop a simple, short, easy-to-access-and-deliver document
- Possible idea to ensure continuity and lack of problems: steering committee for each sponsored conference series
    - Communities infrastructure should be used for this
    - This idea will be discussed more later

HCI/ASIA issues

- HCI/Asia Workshop – Zhengjie
    - March 25-27, Beijing, immediately after CSCW 2011 in Hongzhou
    - Discussion of potential venues
    - Discussion of purposes/function of workshop, and how this will influence whom to invite to the workshop
    - Goal: to help develop the HCI community in Asia and establish/enhance the presence in Asia of SIGCHI as the leading international HCI society

- John T – report on "paper preparation for CSCW" workshop at Tsinghua U, Beijing, June 2010
  - A number of issues were discussed, notably:
    - Having a yearly event in Asia for at least the next 3-4 years (2011 already is taken care of)
    - Having a "Development Consortium" for "Asia/HCI" at CHI 2011 (Vancouver is a good location for this)
      - John T, Gary O, and Zhengjie will work on this, in collaboration with Desney Tan (CHI 2011 Chair)
    - What sorts of people should be invited to participate in these events?
    - Ongoing HCI-related activities in Asia
      - EC approved having a yearly event in Asia

Conference data – Philippe & Jean-Daniel

- Presentation of some recent data… downloaded from ACM digital library, then "cleaned" (e.g., to equate the same person who is represented under slightly different names)
- Concrete proposal made
  - Make as much CHI conference attendance data available as quickly as possible
- Discussion of technical steps required to make this happen

CHI Conference Survey – Philippe

- Discussion of issues regarding response rate, number of questions and general survey design/rationale, incentives, role of student volunteers
- Discussion of how to make these results public.
- Survey for courses at CHI will be done manually, then entered into system (goal: improve number of responses and thus better inform decision making)

Next meetings

- We discussed times for phone meetings and face-to-face meetings
- Phone meetings: 1-2 Central time, selected Wednesdays
- Next face-to-face meeting, December or January, probably in SoCal

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Below this point are proposal documents prepared for the meeting and notes from breakout groups at the meeting

Small group break-out notes to consider a possible Asia-oriented Development Consortium proposal for Vancouver CHI.

People:

John Thomas, Gary Olson, Zhengji Lui, (Elizabeth Churchill)

21 July 2010.

Goals:

* Help build HCI community within Asia

* Gain a better understanding of the issues of the Asian HCI community.

Ideas:

* We should invite a mix of people with various levels of expertise from both ndustry and academia.

* Check with UPA(Elizabeth) and HFES (JCT) for names, experiences, and ideas.

* Gary will make budget recommendation.

* We need a way to figure out whom to invite.

* First, we should generate a list of potential candidates.

    * In order to generate that list, we should first generate a list of people to contact for candidates.

Timeline.

       * We need to have proposal in the next couple weeks so that it can be discussed at the next EC phone conference.

       * We need to communicate via email over the next few weeks to develop that proposal.

* Activities at the Development Consortium.

       * People introducing themselves.

       * Invite 2-3 senior people to give talks.

       * Have some time to talk about future events in Asia. 2-3 hours on that.

* We may want to constrain the geographic focus for this workshop.

* Possible topic: What does Asia mean to you and what does a career in Asia mean to you?

* We should contact James Landay.

* Focus on Asia, but thinking of global HCI issues.

* Focus on how to develop an HCI career in Asia.

* Lab overviews could be an interesting part of this.

* We could use story circle technique wherein small groups (3-4) people first share stories about their experiences with respect to particular topics. Then, each group chooses one topic to share with larger group.

* We need to record the important points. Possible ways to do this include:

       * Taping and Trascriptions.

       * Real time note-taking.

       * Visual posters of ideas.

       * Could we get competent volunteers to make real-time visualizations?

Some thoughts on CSCW 2011 "Paper Writing" workshop in China – notes by John Thomas

Organization was more difficult than expected due to mismatch in cultural expectations.

Sue seemed to think that sometimes in China people have "workshops" or "conferences" with titles and responsibilities that do not actually happen. ???

Language difficulties were much greater than anticipated. Workshop success depended heavily on a faculty member who was willing to provide impromptu summarization in English of our talks every few slides. Also critical to allow people to ask questions orally and send in written questions in their native language.

Having time to work with on-site faculty face to face the day before was critical.
We used several methods to encourage participation. Breakout into small groups was quite useful.

Having time for presenters to get together face to face the day before was critical.
Somewhat unfortunate that we didn't have more communication with James Landay ahead of time.

Participation was mostly students. They really had very little idea of what was an appropriate CSCW paper.

People mostly signed up in the last two days.

Suggestions for CSCW 2011.

Prepare guide for foreigners. For instance, the Beijing terminals were many miles apart and there was no general preview of airlines for terminals and the signs at the airport for various airlines are too small to be read from where the taxis are allowed access. !! Not sure whether this is also true for Shanghai.

Watch out for traffic.

Try to learn Mandarin!

Bring gifts for hosts.

Suggestions for other areas.

Brazil? SA? Africa? Find out needs. Design workshop to meet needs.

How to find people. Do series in China, maybe in the same place. Vancouver.

EC meeting in Asia in 2011 akin to CSCW? June? Gary, John T., and Zhang Zhie.

Pay conference rate and travel. Set amount. $1500/person. Vancouver. Asian community for Toronto.

CHI Communities – From Dan Olsen

☐ What are they?

Communities are collections of people that are associated with SIGCHI who share a common interest. Communities may be geographic (many local SIGs would want to become a community) or they may be topical (UIST, CSCW, design, games, health care etc.) A community is a collection of people who, by banding together, can speak with a common voice within SIGCHI; can more effectively organize the activities that are of interest to them; and can obtain services that support their activities.

☐ How are the communities benefited?

Identity and organization

The first thing that a community provides is an identity and an organizational structure. This structure may be very lightweight but it allows the community to elect leaders who can help direct activities, rally involvement and speak for the community.

Infrastructure

SIGCHI can provide a wide range of infrastructure services to communities that can simplify their organization and activities. Potentially these services could include mailing/membership list management, elections, dues collection, room scheduling at CHI, badge ribbons, activities into conference program, web hosting, blogs, wikis, conference organization assistance and budgetary/financial services.

Influence

Communities can also be a way of exerting influence on SIGCHI so that their voices do not get drowned out in the larger organization. A community may have a leader who can speak for that community. As communities become larger they could potentially have additional influence such as: nomination of CHI conference associate chairs, special conference venues targeted to particular interests, nominations of TOCHI editors, and adjunct chairs who serve on the SIGCHI on the executive committee.

☐ How is SIGCHI benefited?

SIGCHI would be better able to serve its increasingly diverse membership. Communities and their membership would help SIGCHI recognize, adapt too and facilitate new trends spawned from the grass-roots of our membership. Communities can also serve as a great place to groom the next generation of leadership for the larger organization.

☐ How are communities formed?

Communities are formed by ordinary members of SIGCHI banding together around an issue, interest, or location and then inviting others to join them. As a community grows, the infrastructure and influence of that community can grow with it.

Procedures
☐ **Forming a Community**
• Web-based mechanism for groups of SIGCHI members to form new communities
• 5 SIGCHI members are required to form a community with one of these designated as temporary chair
• Membership is not limited to SIGCHI members, but only SIGCHI members can vote.
• New communities specify a name and a one paragraph mission statement.
• Final approval for new communities rests with the SIGCHI Executive Committee in negotiation with the organizers.

☐ **Community Governance**
• In general, communities are responsible for their own functions and interests; however, ultimate fiscal and procedural authority rests with the SIGCHI Executive Committee.
• At minimum a community should have a chair who is elected (after a short term under the temporary chair designated at community creation). A community can then define its own officer structure including additional elected and/or appointed positions.
• Elections are web-based among SIGCHI members of the community and are held every two years.
• An individual can only be a voting member of at most 5 communities. However, any individual can be an affiliate member of as many communities as they want. The purpose of the voting member limit is to ensure that voting members are actively engaged in the community.
• A community is dissolved when it goes for more than 12 months with fewer than 5 voting members.
• Non-SIGCHI members of a community can be removed with cause by the community chair or other body of community officers.

☐ **Potential Services to Communities**
• At minimum communities are provided with web-based elections, an email list to all members(optionally moderated), and a web site for posting community-based information.
• Future services may include o Social media resources such as: wiki, blog, twitter feed . . .
o Resources for organizing conferences and workshops
o Easy surveys of members

• Future services to large communities may include o Influence over CHI conference events
o Influence over SIGCHI related publications such as interactions and TOCHI
o Budgetary assistance from SIGCHI
o Membership on the SIGCHI Executive Committee

□ Relationship between Communities and Specialized Conferences
• It is hoped that the specialized conferences sponsored by SIGCHI will be each be backed by a CHI Community.
• The associated community will provide the year-to-year oversight of the conference and its finances and policies. This will give SIGCHI an ongoing point of contact for conferences.
• The associated community will also give its members election and discussion opportunities as part of the governance of their conference.

□ Relationship between Communities and Local Chapters
• Local chapters can become communities but need not do so.
• For many local chapters it is hoped that the communities mechanism will provide services and infrastructure that will assist in community activities.
• However, local chapters that have independent organization and infrastructure may decide that the communities mechanism is not helpful to them.

□ Relationship between CHI Conference Communities and SIGCHI Communities
• CHI Conference communities have offered subgroups of attendees with opportunities to influence the conference.
• The current model for CHI Conference communities provides little year-to-year organizational structure to maintain the vibrancy of their initiatives.
• It is hoped that SIGCHI Communities will provide the ongoing volunteer structure behind the role currently played by CHI Conference communities.
• Potentially, new CHI Conference communities will emerge from highly successful SIGCHI communities.

Background on Public Policy and Interaction Design – prepared by Jonathan Lazar

Public policy increasingly plays a role in influencing the work that we do as HCI researchers, interaction designers, and practitioners. Public policy is a broad term that includes both government policy but also policy coming from non-governmental organizations such as standards bodies. While the government policies are sometimes limited to a single country, and sometimes concern more complex structures (e.g.. the European Union), the community of researchers and designers who inform policy makers is worldwide, creating interface and interaction standards that are adopted by governments around the world. Two examples of well-known CHI policy topics are (1) how to facilitate fair and accurate voting (what types of interfaces, what types of voting machines), and (2) what types of web-based information should be legally required to be accessible for people with disabilities. The two examples provide a stark contrast: HCI experts were involved in accessibility policies from the beginning, driving the development of international standards which were then adopted (in modified form) by most governments around the world. HCI experts were not greatly involved in voting machine usability until after the topic came to the forefront of public policy discussions, and the HCI community has still not gotten the attention of policymakers, or made an impact in the same way that those who study voting machine security have gotten. Other potential topics related to public policy and interaction design include the use of interfaces that cause distracted driving, government requirements for multi-lingual web sites, end-user licensing agreements, privacy controls in interfaces, interfaces (and guidelines and processes) for usable e-government information, and interfaces on e-books used in education.

Good design and good research should be the driving force behind these decisions, not just commercial values and local politics. The CHI community is perfectly positioned to offer grounded advice to public policymakers about science and interaction design, and thus directly affect how people interact with devices, applications and services in the future. The CHI community should also remain informed about public policy activities that relate to interaction design. An important role for CHI community members is to serve on international standards bodies.

Re-publication policy – DRAFT prepared for discussion by John Thomas

Re-publication policy statement (Approved at EC Meeting, Paris, France 20th July, 2010).

During recent years, several questions have arisen regarding SIGCHI's re-publication policy. We here clarify several important issues.

Re-publication of work in English that was previously published in another language.
English is considered the international language of ACM SIGCHI and its journals and conferences. Work that has previously been presented or published in a language other than English may be translated and presented or published in English in SIGCHI journals and conferences insofar as ACM SIGCHI is concerned. The original author should typically also be the author (or co-author) of work translated into English and it should be made clear that this is a translation. We encourage authors whose work was originally published in languages other than English to do this if they feel their work is of sufficient relevance and quality to be useful to a wider international audience. We encourage conference technical chairs and journal editors to make it clear that papers which are otherwise acceptable should not be rejected on the basis that they have previously been published in a language other than English. In some cases, work originally published for a very select regional audience may be improved by rewriting (as well as translating) so that the relevance to a wider audience is clarified. Of course, it is *not* acceptable to translate the original work of another author and present it as one's own. Authors wishing to publish in English a work originally published elsewhere also *need to check their original copyright agreement* with the original publisher to make sure that this is permissible according to that agreement.

Re-publication of work originally published in English into another language.

English is considered the international language of ACM SIGCHI and its journals and conferences. The policy of re-publishing this work in languages other than English for particular societies or regional or language-specific journals or conferences is up to those societies, journals or conferences. Authors considering such republication should therefore consult the policies of those specific societies, journals or conferences. In many cases, this will be acceptable. In many cases, authors originally publishing in English and re-writing for another language or region may find it quite useful to

collaborate with an author familiar with that language or region to help relate the work to the literature and concerns of the new readership and to verify the appropriateness of translation. *The author also needs to check their original copyright agreement* with the original publisher to make sure that this is permissible.

Write in International English. Although English is considered to be the international language of ACM SIGCHI, when writing in English, all authors are reminded to strive to use international English insofar as feasible. Much of the audience for their work will not be native English speakers and their work will have wider influence and be better appreciated if the author bears this in mind. For example, try to use common synonyms (use "useful" rather than "utilitarian"), use regular grammatical expressions instead of idiomatic expressions; use simple rather than unnecessarily complex sentence structures; expand acronyms, and avoid metaphors that rely on the details of local customs, sports, TV shows, etc. ("You won't get to first base with your users if you use that approach" may not be comprehensible to people unfamiliar with baseball.)

Republication of work from one English venue to another. Details concerning more general republication and simultaneous submission policies may be found at this web page: http://www.acm.org/publications/policies/sim_submissions