

ISCRAM Board Meeting 2018.XX.XX

Elected Binding Board meeting

Oct 19 21:00 - 22:30 CEST

Invited:

Hedi Karray, Nada Matta, Apoorva

Present:

Hedi Karray, Nada Matta, Rob Grace, Caroline Rizza, Raj Prasanna, Kees Boersma, Kathleen Moore, Hossein Baharmand, Anne-Marie Barthes-Delanoë, Anouck Adrot

Absent:

Jochen Scholl

AGENDA & PROTOCOL

1. Upcoming events

1.1. ISCRAM 2022

- a. Some PC members want their name on the website. Request to add the names of the PC members of the track on ISCRAM22 website.

Issue: a lot of PC members

Proposal:

- Acknowledgements of reviewers in the proceedings
- The reviewers can receive a certificate
- Need for further responsibility from track chairs
- Need to improve the link to digital library

=> *Votes: Yes: 2 No >6*

b. Update on Workshops

Recruitment of keynote speakers: the Board proposes some names

=> *Rob will send some names by email.*

c. Need for suggestions of sponsors and need for sponsorship and demo: potential avenues from Facebook, existing contacts with Prefecture and Diginext

=> *Caroline shares the contact from Facebook*

1.2. ISCRAM Asia Pacific

a. Despite cancellation, nothing to pay and RMIT secured. Search for sponsorships and engagement.

b. Proceedings will be published in digital library

c. Connection to Special Issue: more information to come on the revision process

1.3. Webinars

Last webinar in October. Need to continue but concern: only 10 attendees. Need to be more selective on the number and topics of the webinars.

=> *Only one webinar before Christmas and need to promote the webinars well before with the members*

=> *Suggestion for Quarterly and Newsletter 4 times a year rather than multiple emails. Advertise conferences and webinars. Creation of a schedule of important emails (with its main components). Suggestion to use <https://MailChi.mp>*

=> *Next Webinar: End of November 2021. Not promoted through Mailchi.mp*

=> *For next webinars, Caroline can contact Eric Rigaud. Other suggestions such as Stan Karanasios, etc.*

1.4. ISCRAM 23 Bid

Only one bid. Limited number of people in the evaluation committee. But the proposal from Omaha is good and needs refinement of the budget and other points.

=> *Rob will notify organizers and ask them to correct their budget before pursuing the process. Rob will contact Fiona.*

=> *Caroline will share with Rob female names to add to the bid evaluation committee*

2. Working groups

2.1. PhD: Apoorva could not attend.

=> *Anouck will reinvite Apoorva to the next board meeting*

2.2 Reviewing process

Hossein shared in a google drive documents based on ISCRAM archives. The document explains the reviewing criteria.

The working group has just started working and aims at providing an updated document for ISCRAM22. Caroline proposes to create a new folder to distinguish new documents from archives. Program chairs at ISCRAM22 should implement the guidelines from the document directly in EasyChair. The working group will pursue its reflection if there is no feedback in 2 weeks.

=> *for next board, Hossein will share a Google Drive and share the latest version of the document.*

=> *Proposal from Hossein for random checks*

3. Publication and dissemination

3.1. Special issues and connection to Journals

The Special Issue is sent. Hossein still expects replies on this point

=> Hossein will follow up with Special Issue

Need to make the award process more transparent.

=> Hossein will update the Google Drive a document on the award process

3.2. Connections to practitioners

Update on EENA 21: 4 presenters from ISCRAM and 3 ISCRAM members. The audience sounded interested. EENA organizers were satisfied with the session and want to keep working with ISCRAM. Next EENA conference in April 22. Feedback from companies attending EENA were satisfied with scholar insights that can lack in EENA. We can invite one person from EENA at ISCRAM22 to fuel the connection. EENA organizers ready to hear suggestion for scholars and speakers from ISCRAM. We could propose a session on phone lines in Europe emergencies.

=> *Rob will talk to EENA and again and check EENA plans. Rob will connect EENA to Hedi and Nada.*

=> *Suggestion to invite EENA members as keynote Speaker*

4. Association management

4.1. Website

Activities delayed due to work overload => Update on the next meeting

=> Updates on this point at our next meeting

4.2. Interactions with suppliers

Caroline sent all the documents regarding the new board to Alaska. We are expecting the invoice.

Then the new board will be published on the website.

4.3. Accountability

Not much fees in the coming month but monthly fees. Refund for Caroline and Rob (EENA) in process.

Balance around 20000 euros with ISCRAM21. 22,980.05 USD and 19,750 Euro

Managed to transfer 600 euros from Paypal to Wise Transfer

4.4. Follow up on credentials

=> Updates on this point at our next meeting

5. Coming meetings

=> Next virtual meeting on the 10th of November 2021

=> Next meeting: Need to plan our physical meeting in 2022. The Executive Board will make suggestions for places and dates for ISCRAM physical meeting

Need to shorten our meetings

=> Suggestion to ask the board members to write the key points they will mention and explain in the meeting.