ACM History Committee Meeting Minutes, July 20, 2020 (v. 2)

1. Welcome (Owens)
- Meeting began at 11:00am EDT / 8:00am PDT via Zoom

2. Attendees (House)
- Barbara Boucher Owens (chair)
- Vicki Almstrum
- Carol Hutchins
- Roy Levin
- Sachin Maheshwari
- Kim Tracy
- Mary Whitton
- Amanda Wick
- Jeffrey Yost

Guests
- Charles House

Not present
- David Brock
- Bernadette Longo
- Ursula Martin
- Erik Rau

3. Minutes from May meeting (Almstrum)
- After small changes (removed a reminder to the note-taker and changed committee name from "Budget" to "Finance"), accepted version 2.
- NOTE: The June meeting was a discussion meeting only. No minutes for that meeting.

4. Finances (Whitton, Rau)
- Mary reported they had resubmitted the budget to ACM. No response yet.
- Based on the last check Mary did, the History Committee had spent only about half of its FY2019-2020 budget. We have not yet paid out all of the fellowship awards. The lower spending was primarily due to cancelling the face to face meeting and not holding a workshop.
- Roy brought up a few issues related to the budget for the Turing project and reported good progress there.

5. Annual report (Owens)

- The draft of the Annual Report must be reviewed by all committee members. It is located on Google drive and has also been distributed as an attachment. Roy pointed out the importance of having everyone edit directly in the Google doc, rather than uploading new versions. Some earlier comments had disappeared.
- We discussed the audience for the report and the appropriate level of reporting. The reports are available to the public. The only portion that is not made public is the final section with the personal contact information for committee members. Kim will follow up and, if appropriate, add earlier reports to the committee website.
- Additions to the report:
    - The list of sub-committees
    - Chuck's summary of progress on the ACM Awards project
    - A section related to Finances.
    - An executive overview at the beginning of the report. Roy will create the first version of this section.
- Comments and additions due by Friday, July 24 at close of business. Report is due to ACM at the end of July. Vicki will edit the full Annual Report, with review support from Mary, in order to complete the final version so it can be submitted by the deadline.

6. Status of Turing update (Levin)

- This meeting did not include a separate report about the Turing project.
- Near the end of the meeting, we discussed availability of historical materials related to earlier Turing winners. We discussed the need to summarize these materials and provide access to them. For example, there may be video or audio recordings of past Turing Award lectures or other materials that highlight career perspectives for winners. This is especially important for the winners for whom an interview is not available. Roy clarified with an example of a video that has been found for Allen Newell at CMU.
- Carol suggested developing a questionnaire seeking such materials. Roy asked to whom we would send such a questionnaire. It will be important to identify appropriate target groups as part of this effort.
- ACTION ITEMS: Carol and Roy will begin to develop a plan, including who might become part of this subcommittee. Roy will ask David Jefferson to provide a table that lists what he know exists and where there are holes.

7. Covid-19 Planning

- There will be no face-to face meetings until at least June of the next physical year.
- ACM is still discussing whether to hold the awards banquet in October 2020.
- We all agree that the next History Committee workshop should be virtual. All planning will be based on this model.

8. Heritage update (Almstrum, Wick)

- Vicki and Amanda have met to discuss the direction and plans for the Heritage website. Amanda will focus on the "toolbox" portion, which will have similar content to what was covered at the most recent workshop.
- Vicki and Amanda have discussed different approaches to making it easy for SIGs to capture their progress in history work. One idea is a wiki-type tool. Barb expressed concerns about that wikis do not necessarily function well. We all agreed that there are other approaches, such as document sharing, that can meet this goal. We will strive to turn up some examples that illustrate different alternatives.
- We discussed exemplars and how to encourage the community to document the work that is underway. We agreed that is a good foundation, but the need for work to collect and summarize.
- Amanda discussed the notion of a Heritage Project consulting service, with involvement by experts such as David, Jeff, and Amanda. This would provide a more personalized option for helping SIGs move forward in various projects or overall planning.
- We discussed briefly the type of Heritage workshop that could be appropriate. It is clear that any workshop will have to be held as a virtual event.
- Mary pointed out the need to formalize the relationship between the Heritage Project and the Committee's Fellowship program. How should the Committee allocate funds to support other groups? This differs from how the Fellowship program has been used in the past. We decided to discuss this more at our next meeting.

9. India Oral History update (Maheshwari)

- Sachin shared that one of the intended interview subjects passed away about a month ago. Travel was not possible, so this interview was never captured. We discussed the idea of capturing some information about this individual via tribute. Sachin liked the idea and will look at how to move forward with that option.
- Another of the planned interviews (Professor V. Rajaraman) will happen remotely. The questionnaire for the interview has been completed and Sachin anticipated that the interview would be completed by mid-August.

10. ACM Award Video Series (House)

- Chuck has completed five interviews since the report he provided in May (at which point he had completed 37).
- His work with the transcripts has been going very slowly due to the hot weather of summer.
- ACTION ITEM: Amanda and Chuck will schedule a time to talk offline regarding the interviews in this project being archived with CBI.

11. Web work (Tracy)

- Kim contacted ACM to ask about the status of the content of historyblog.acm.org. He needs to know when that content can be exported from the old site and whether it can be imported to the new site.

- For the Fellowships section, Kim will populate the website over the next week, using information Vicki has organized in HC Operations.
- Kim has updated the HC Operations folder with the annual reports that are available. A few are missing from the ACM archive, so he will do follow up for the missing years.

12.   Additional business
- Barbara was asked by the ACM Executive Committee to remain as chair of the History Committee for the next two years (2021-2022). All History Committee members in attendance approved by acclamation.
- At an upcoming meeting we must discuss the Committee's membership. We view each member's term date as an opportunity to renew, rather than a date when they are expected to rotate off of the committee. We must also consider candidates for new members of the committee.
- Jeff Yost mentioned a CBI project he has carried out during the past year with SIGCHI. Jeff did oral histories with Donald Norman and two other pioneers. This was a pilot project and not specifically related to the History Committee. The work will probably be a part of SIGCHI's annual report.

13.   Upcoming meetings
Monday, August 17, 2020, 11:00 am EDT via Zoom

14.   Conclusion 12:04 pm EDT / 9:04 am PDT