Welcome (Owens)
- Meeting began at 12:00pm EDT / 9:00am PDT via Zoom

1. Attendees (Owens)
- Barbara Boucher Owens (chair)
- Vicki Almstrum
- Troy Astarte
- David Brock (late arrival)
- Jonathan Grudin
- Carol Hutchins
- Sachin Maheshwari
- Kim Tracy
- John Tucker
- Jeffrey Yost
- Chuck House (guest)

Not in attendance
- ac Loup
- Andrew Meade McGee

2. Minutes status (Secretariat / Almstrum, Astarte)
- November 21, 2023 minutes: Currently 6 votes to approve.
- December 19, 2023 minutes: Currently 5 votes to approve.
- Vicki will pursue additional votes. Once approved, she will send to Kim to post on the website.

3. ACM Volunteer Pages project (follow-up to Hanson’s visit)
- We did not discuss this item, other than to suggest trying to set up a meeting with Vicki Hanson if she is available to meet with the HC during the F2F meeting on February 28.

4. Planning for Face-to-Face meeting (moved from 5k)
- The face-to-face meeting has been scheduled for all day February 28, 2024, at ACM Headquarters.
- The budget will cover two nights of lodging for each participant. It was confirmed that individuals can extend the stay at their own expense.
- The agenda will last all day, including dinner in the evening. ACM will provide lunch and we hope to set up meetings with various members of the ACM staff.
○ Barb agreed to request an on-line option so the committee members unable to attend the meeting can stop in as their schedules allow. Committee members should suggest people to invite for any part of the meeting.
○ Barb will invite Vicki Hanson and Pat Ryan to participate in any part of the meeting and/or at dinner. We discussed additional people who could be invited.
○ Guests can also be invited to join the dinner.
○ Attendance plans:
  i. Planning to come: Barb, Chuck, Jonathan, Jeff, Carol, David (who may end up with a work conflict)
  ii. Unable to attend: John, Vicki, Troy
  iii. Unknown: Kim, Sachin, Andrew, ac

5. Committee membership and recruitment (Owens)
   ● Briefly discussed the subcommittee assignments. No concerns, no changes.
   ● Still need a description of the advisory position and a list of individuals.
   ● Action Item: Vicki will initiate work related to the advisory position.

6. Brief updates on committee work

   a. ACM Key Awards Video Series (House)
      ● Chuck been making incremental progress.

   b. Fellowship (Tracy)
      ● Kim sent a reminder that the fellowships are due February 15th to the same lists. He will organize a meeting for sometime after that date.
      ● There have been no new proposals since the last meeting.
      ● Kim will contact the ACM social media person to distribute there. Jeff will help distribute the information via the lists where he participates.

   c. Budget and Finance (Brock, Astarte)
      ● Troy will contact David to move the budget work forward. It must be completed by February.
      ● The budgeting process happens in February and is driven by ACM headquarters.
      ● If the HC plans to add an increased budget request for the new ACM Key Awards efforts, it would be useful to telegraph that in advance. Chuck has discussed the budget changes for the ACM Key Awards project with Pat Ryan. He has also discussed the development funds and whether those funds can continue for the new work with snippet extraction and the “museum” development.
      ● Former budget subcommittee members Erik and Mary are available to advise if needed.

   d. Turing Awardee History Project (Brock)
      ● David was not present so we deferred discussion of this project.
e. Secretariat
   ● No specific progress during the past month. Troy and Vicki will confer to plan for next steps.

f. Heritage Project (Almstrum, Loup, Grudin)
   ● Vicki and Jonathan are making progress in several areas. Craig Rodkin has been out of the office, so some tasks are waiting on his follow-up response (image colors, EasyChair set-up).
   ● Jonathan is preparing emails to send to the presenters in order to get the required ACM copyright forms for the recordings.
   ● Vicki is working with Christian Switzer, who was recommended by Craig, to plan for the work with the recordings so they are ready to post on the digital library.

g. Global (Maheshwari, Hutchins)
   ● Sachin had requested a more flexible method for managing the production of the interviews, which Pat Ryan has set up.
   ● Carol mentioned the latest “People of ACM” blast from ACM, which included a mention of a project by the ACM India Council. Carol said we should ensure we know what this project is about and any opportunities this might present.

h. Outreach, Marketing, Web presence (Hutchins, Tracy)
   ● Jeff is happy to be more involved in promoting using CBI channels for HC work. He is actively posting on four different networks.

i. DEIA follow-up
   ● No progress in this area.

j. Computing curriculum
   ● Barb mentioned that the Curriculum project is still accepting comments.
   ● John would like to invite Brett Becker to an upcoming HC meeting.
   ● John wants to think about future interaction between the HC and on-going curricular efforts. One idea would be to identify someone convenient to the NYC meeting and invite them, although if neither John or Vicki will be at the meeting this might be less useful.
   ● John’s view is that history should be incorporated in at least a light-weight manner for everything. “The past isn’t over. It isn’t even past!”
   ● Troy met Brett at a conference in Durham. Brett told Troy that he is just waiting for an invitation.
   ● John observed that if we want people to be aware of historical perspectives, the biggest obstacle is lack of knowledge. Outreach work in any sector is always valuable.

Jeff noted that Mara is one of the leading scholars in the world about computing and disability. She might be someone to invite to the NY meeting since she is local to that area.

**k. Other?**
- We discussed whether the F2F meeting affects our regular February and March meetings and decided to hold both meetings in addition to the F2F.
- ACM Press books idea (from Chuck) — Deferred.

**7. Pending issues**
- Digital preservation strategy – Deferred.
- History of ACM webpages – Deferred.
- Timeline – Deferred.

**8. Next meetings**
- On Zoom Friday, February 16, 12:00 noon EST (date decided based on a vote via the WhenIsGood app)
- In person Wednesday, February 28 (see item 4).

**9. Conclusion 1:00 pm EDT**