

SEINFORMS 2015 Council Meeting Minutes

In attendance: John O'Malley, Shanan Gibson, Jay Teets, Bob Barrett, Reza Kheirandish, Chris McCart, Barry Wray, Ali Nazemi, Donna Schaeffer, Bill Carper, Terry Rakes, Cheryl Aasheim, Tim Burwell, Courtney Beifeld (INFORMS Liaison)

Minutes recorded by: Cheryl Aasheim

1. Meeting brought to order at 3:30 PM on 10/8/2015.
2. Approval of minutes from October 2014 meeting – Approved
 - Discussion of tickets for drinks at the President's Reception ensued as this had been approved during this meeting but had not been implemented. It was decided that we would see how the hotel bill was this year to determine if this would be implemented in the 2016 meeting.
 - Discussion of moving the SE INFORMS meeting to Wednesday also ensued. This was also not implemented for this meeting.
3. Approval of minutes from February 2015 meeting – Approved
With minor revision that Reza was in attendance.
4. Treasurer's report (Cheryl)
The report has been added as Appendix 1.
5. Final 2014 Program revenue and cost report (Jay)
 - Discussion ensued regarding not having paid the projector insurance to SE DSI for the past two years. We need to check with SE DSI to see what we need to pay for insurance for the projectors.
 - Discussion ensued regarding the \$603 paid to Jonathan Lowry for designing a site for the conference. It was decided that this money would be written off as an expense outside of the 2014 conference.The report has been added as Appendix 2.
6. Program Chair report (Donna)
 - Donna noted that the conference would be moved completely to the Palisades building outside the hotel on Friday instead of having the food and drinks for breaks in the Mezzanine and the meeting rooms in a different building as was done on Thursday.
 - There were 104 participants as of the time of the meeting with 4 graduate papers and 1 undergraduate poster.
 - It was noted that we have experienced a significant drop in attendance and SE DSI has had the same issue.
7. Procedures manual update (Ali)
The manual was sent to all officers. No changes had been requested by officers. The manual has a timeline for all events related to the conference. It also defines all officers' roles. It was noted that this manual would change over time as the organization changes.
8. INFORMS report (Courtney)

- INFORMS is in its 20th year for the conference in Philadelphia.
- Courtney will be in new role next year and her replacement will be Mike. We appreciate everything Courtney has done for our chapter and wish we could continue working with her.

9. Suggestions for 2016 conference (All)

The name badge should have the school the attendee is from as well as an indication of the attendee's role (first time, Past President, officer, track chair, etc.).

10. Program Chair 2016 and succession pool

2016 – Mike Shurden (motion made and passed)

2017 – Michelle Hagadorn

Additional candidates – Monica Fine and Bomi Kang

11. Motion from the floor (Barry)

A motion was made and passed to move the duties of obtaining sponsorships and organizing the golf tournament to the President.

12. New CMS (All)

There was a great deal of discussion about the new CMS and whether or not we want to return to having Jay manage a home grown system. It was decided that (1) Jay would put together a proposal in a short time frame to be considered in the meeting in February for a system he would manage and (2) we would see how the new system for SE DSI works and consider adoption of it in February as well.

13. Screen and projector options

- Screens: Coastal Carolina will no longer provide screens for the conference. Therefore, John or Jay will start an email discussion with Council regarding purchasing new screens. It was noted that the biggest issues surrounding purchasing screens was transportation, cost and storage. SE DSI will be consulted regarding this purchase.
- Projectors: We decided to purchase USB-VGA cord adapters for the projectors. John or Jay will consult with SE DSI regarding this purchase to see if they would like to have joint ownership and split the cost and to determine which kinds of cords to purchase (USB, Mac, etc.).

14. Web site update (Ali)

- Cheryl and John will work with a GSU faculty member, Sam Wainford, to have a group of students in the web specialization design an updated site for SE INFORMS using the new branding developed by Jonathan Lowry.
- After the meeting, Courtney told Jay and Cheryl that INFORMS could host a site on our behalf using their branding. We could add our own content.

15. Adjourned at 5:00 PM

SEINFORMS 2015 Business Meeting Minutes

Minutes recorded by: Cheryl Aasheim

Meeting brought to order at 5:00 PM on 10/8/2015.

There were no further items discussed and the meeting was adjourned.