

SIGDOC

Name and Mission:

SIGDOC: SIGDOC Design of Communication

(1) Promote the professional development of technical communication practitioners, researchers, and educators; (2) Encourage interdisciplinary approaches to solving communication problems related to online and print documentation and to human-computer interfaces; (3) Provide avenues for publication and for the exchange of professional information; (4) Support research that focuses on the needs of humans and their goals and tasks in technological contexts; (5) Support the development and improvement of computer-supported communication technologies.

Newsletters:

	Volume	Issue	Issue Date	Actually Mailed
2017				
	4	4	Volume 4 Issue 4, December 2016	27-MAR-2017
	4	3	Volume 4 Issue 3, September 2016	27-MAR-2017
	4	2	Volume 4 Issue 2, March 2016	22-MAR-2017
	4	2b	Volume 4 Issue 2b, June 2016	22-MAR-2017
2016				
	4	1	Volume 4 Issue 1, November 2015	08-JAN-2016
2015				
	3	4	Volume 3 Issue 4, August 2015	17-SEP-2015
	3	3	Volume 3 Issue 3, May 2015	16-JUN-2015
	3	2	Volume 3 Issue 2, February 2015	27-MAR-2015
	3	1	Volume 3 Issue 1, November 2014	13-JAN-2015
	2	4	Volume 2 Issue 4, August 2014	13-JAN-2015
2014				
	2	3	Volume 2 Issue 3, May 2014	01-MAY-2014
	2	2	Volume 2 Issue 2, February 2014	01-FEB-2014
2013				
	2	1	Volume 2 Issue 1, November 2013	01-NOV-2013
	1	4	Volume 1 Issue 4, August 2013	01-AUG-2013
	1	3	Volume 1 Issue 3, April 2013	01-APR-2013

Note: Communications Design Quarterly issued electronically

Membership: based on fiscal year dates

Year	Professional	Affiliate	Student	Designee	Total	Subscribers	1st Year Retention	2 + Years Retention	Total Retention
JUNE 2016	112	44	11	0	167	0	32.7	79.41	63.79
JUNE 2015	110	44	7	0	161	0	43.8	74.74	64.74
JUNE 2014	128	31	10	0	169	1	29.7	75.00	53.54
JUNE 2013	144	58	22	0	224	1	26.7	72.52	56.74

Fund Balance:

Year	Amount	Required	Delta	Discretionary	Discretionary Per Member
JUNE 2016	\$79,394	\$16,278	\$6,096	\$63,116	\$378.00
JUNE 2015	\$73,298	\$15,486	-\$6,546	\$57,812	\$359.00
JUNE 2014	\$79,844	\$15,834	\$11,427	\$64,010	\$379.00
JUNE 2013	\$68,417	\$21,112	\$9,181	\$47,305	\$211.00
JUNE 2012	\$59,236	\$20,652	\$2,763	\$38,584	\$177.00
JUNE 2011	\$56,473	\$19,988	-\$10,875	\$36,485	\$195.00
JUNE 2010	\$67,348	\$21,657	-\$2,629	\$45,691	\$211.00
JUNE 2009	\$69,976	\$18,743	\$5,471	\$51,233	\$243.00
JUNE 2008	\$64,505	\$17,632	\$8,211	\$46,873	\$198.00
JUNE 2007	\$56,294	\$18,945	\$8,011	\$37,349	\$160.00
JUNE 2006	\$48,283	\$17,548	\$4,531	\$30,735	\$119.00

DL Revenue

Year	Amount
2017	\$10,000
2016	\$10,000
2015	\$10,000

2014	\$10,000
2013	\$10,000
2012	\$10,000
2011	\$10,000
2010	\$10,000
2009	\$10,000
2008	\$10,000
2007	\$10,000

Conferences:

Sponsored

SIGDOC '17 - The 35th ACM International Conference on the Design of Communication (11577)						
Halifax , NS	08/11/17 - 08/13/17	Sponsor: 100.00%	Attendance: 0	Surplus/(loss): \$0.00		
SIGDOC '16 - The 34th ACM International Conference on the Design of Communication (10586)						
Silver Spring , MD	09/23/16 - 09/24/16	Sponsor: 100.00%	Attendance: 100	Surplus/(loss): \$4,332.47	Papers: 102/36	
SIGDOC '15 - The 33rd ACM International Conference on the Design of Communication (9429)						
Limerick , Ireland	07/16/15 - 07/17/15	Sponsor: 100.00%	Attendance: 78	Surplus/(loss): \$365.82	Papers: 82/49	
SIGDOC '14 - The 32nd ACM International Conference on the Design of Communication (8909)						
Colorado Springs , CO	09/27/14 - 09/28/14	Sponsor: 100.00%	Attendance: 57	Surplus/(loss): \$2,271.87	Papers: 38/23	
SIGDOC'13 - The 31th ACM International Conference on Design of Communication (7043)						
Greenville , NC	09/30/13 - 10/01/13	Sponsor: 100.00%	Attendance: 89	Surplus/(loss): \$5,185.93	Papers: 38/21	

InCooperation

DocEng '17 ACM Symposium on Document Engineering 2017 (11462)						
Valletta , Malta	09/04/17 - 09/07/17					
DocEng '16 ACM Symposium on Document Engineering 2016 (10040)						
Vienna , Austria	09/13/16 - 09/16/16					
DocEng '15 ACM Symposium on Document Engineering 2015 (9577)						
Lausanne , Switzerland	09/08/15 - 09/11/15					
MSIVISM 2015 Multimedia, Scientific Information and Visualization for Information Systems and Metrics (9571)						
Malaga , Spain	01/28/15 - 01/30/15					
DocEng '14 ACM Symposium on Document Engineering 2014 (8703)						
Fort Collins , CO	09/16/14 - 09/19/14					
ICETE '14 International Joint Conference on e-Business and Telecommunications (8837)						
Vienna , Austria	08/28/14 - 08/30/14					
HIASCIT 2014 Second International Conference on Horizons for Information Architecture, Security and Cloud Intelligent Technology: Programming, Software Quality, Online Communities, Cyber Behaviour (9176)						
Rome , Italy	07/28/14 - 07/29/14					
CTS '14 The 2014 International Conference on Collaboration Technologies and Systems (CTS 2014) (8975)						
Minneapolis , MN	05/19/14 - 05/23/14					
DocEng '13 ACM Symposium on Document Engineering 2013 (7431)						
Florence , Italy	09/10/13 - 09/13/13					
DPPI '13 Designing Pleasurable Products and Interfaces (8059)						
Newcastle upon Tyne , United Kingdom	09/03/13 - 09/05/13					
CTS '13 The 2013 International Conference on Collaboration Technologies and Systems (7937)						
San Diego , CA	05/20/13 - 05/24/13					
ICIT '13 6th International Conference on Information Technology (7917)						
Amman , Jordan	05/08/13 - 05/10/13					

Officers:**SIG Chair**

(01-Jul-16 - 30-Jun-18) Dr. Claire Lauer (Elected)

SIG Vice Chair

(01-Jul-16 - 30-Jun-18) Kirk St.Amant (Elected)

SIG Conference Approver

(01-Jul-16 - 30-Jun-18) Dr. Claire Lauer (Appointed)

SIG Secretary/Treasurer

(01-Jul-16 - 30-Jun-18) Dr. Kristen Moore (Elected)

SIG Past Chair

(01-Jul-16 - 30-Jun-18) Dr. Liza Potts (Appointed)

SIG Chair

(01-Jul-15 - 30-Jun-16) Dr. Liza Potts (Extended)
(01-Jul-13 - 30-Jun-15) Dr. Liza Potts (Elected)
(12-Apr-12 - 30-Jun-13) Robert R. Pierce (Appointed)
(01-Jul-11 - 12-Apr-12) Dr. Brad Mehlenbacher (Elected)

SIG Vice Chair

(01-Jul-15 - 30-Jun-16) Dr. Claire Lauer (Extended)
(16-Jun-14 - 30-Jun-15) Dr. Claire Lauer (Appointed)
(01-Jul-13 - 15-Jun-14) Dr. Davide Bolchini (Elected)
(16-Apr-12 - 30-Jun-13) Dr. Liza Potts (Appointed)
(01-Jul-11 - 12-Apr-12) Robert R. Pierce (Elected)

SIG Conference Approver

(01-Jul-15 - 30-Jun-16) Dr. Liza Potts (Appointed)
(01-Jul-13 - 30-Jun-15) Dr. Liza Potts (Appointed)
(12-Apr-12 - 30-Jun-13) Robert R. Pierce (Appointed)
(01-Jul-11 - 12-Apr-12) Dr. Brad Mehlenbacher (Appointed)

SIG Secretary/Treasurer

(01-Jul-15 - 30-Jun-16) Stewart Whittemore (Extended)
(01-Jul-13 - 30-Jun-15) Stewart Whittemore (Elected)
(16-Apr-12 - 30-Jun-13) Dr Kathie Gossett (Appointed)
(01-Jul-11 - 16-Apr-12) Dr. Liza Potts (Elected)

SIG Past Chair

(01-Jul-15 - 30-Jun-16) Robert R. Pierce (Appointed)
(01-Jul-13 - 30-Jun-15) Robert R. Pierce (Appointed)
(12-Apr-12 - 30-Jun-13) Dr. Brad Mehlenbacher (Appointed)

SIG Information Director

(23-Sep-11 - 31-Dec-13) Jennifer M Riehle (Appointed)

Listserv Administrator

(01-Aug-14 - 31-Aug-15) Guiseppe Getto (Appointed)

Awards:**Award****Description**

Diana Award

Recognizes organizations that foster excellence in documentation.

2015 Women in Technical Communication

Joseph T. Rigo Award

Recognizes an individual whose research, practical work, or authorship has had a significant impact on the field of documentation.

2014 Patricia Sullivan

2016 Jan Spyridakis

Viability:

Viability Report Date	Result
March 31, 2015	Found viable- return in 2 years. see note
March 14, 2013	Found viable- return in 2 years. see note
March 16, 2012	Return in one year- see note
March 08, 2010	Found viable. Return in 2 years. See note
February 11, 2008	Found viable. Return in 2 years
March 21, 2004	Found viable
July 18, 2003	Membership approved name change
February 04, 2000	Found viable
February 01, 1996	Found Viable
May 01, 1992	Found viable.

Note: March 2010 - The SGB EC acknowledges the progress made by SIGDOC leadership over the past 2 years and finds SIGDOC viable to continue its status for the next 2 years

Note: March 2012- Barbara Boucher-Owens has been appointed as a Mentor to SIGDOC and will work with the SIGDOC leadership following the SGB meeting.

Note: March 2013- Provide activity update report to the SGB EC in one year.

Note: March 2015 - The SGB EC likes the progress made by the SIGDOC leadership since their last review. The SIGDOC leadership should continue to evaluate their focus and think about how to position themselves as a community. The SIG is viable to continue its status for the next 2 years

Annual Report Submission:

Year	Response	Note
FY 2001	Yes	
FY 2002	Yes	
FY 2003	Yes	
FY 2004	Yes	
FY 2005	Yes	
FY 2006	Yes	
FY 2007	Yes	
FY 2008	Yes	
FY 2009	Yes	
FY 2010	Yes	
FY 2011	Yes	
FY 2012	Yes	
FY 2013	Yes	
FY 2014	Yes	
FY 2015	Yes	
FY 2016	Yes	

SGB Meeting Attendance:

Year	Response	Note
OCT 99	Yes	
FEB 00	Yes	
OCT 00	Yes	
MAR 01	Yes	
AUG 01	Yes	
FEB 02	Yes	
SEP 02	Yes	
MAR 03	Yes	
SEP 03	Yes	
MAR 04	Yes	
OCT 04	Yes	
MAR 05	Yes	
AUG 05	Yes	

FEB 06	Yes
OCT 06	Yes
FEB 07	Yes
JUL 07	Yes
FEB 08	Yes
SEP 08	Yes
MAR 09	Yes
OCT 09	Yes
MAR 10	Yes
SEP 10	Yes
MAR 11	Yes
SEP 11	Yes
MAR 12	Yes
OCT 12	No
MAR 13	Yes
OCT 14	Yes
MAR 15	Yes
AUG 15	Yes
MAR 16	Yes
OCT 16	Yes

Note: Oct 2012- All officers at SIGDOC conference

Benefits:

2017

Member Benefits provided to SIGDOC Members:

- Our quarterly publication, *Communication Design Quarterly*, available on the web site each quarter with archived editions available in the ACM DL.
- Discounted registration at SIGDOC's annual conference and workshops.
- Reduced registration at conferences held in cooperation with SIGDOC
- Access to all SIGDOC content in the ACM Digital Library, including all past editions of *Communication Design Quarterly*, the *Journal of Computer Documentation*, newsletters, and SIGDOC conference and workshop proceedings.
- SIGDOC-ANNOUNCE mailing listserv.

Community benefits provided by SIGDOC:

- SIGDOC website, including *Communication Design Quarterly*'s most recent issue
 - In cooperation sponsorship of interdisciplinary conferences
 - For undergraduate students, the opportunity to apply for a SIGDOC Undergraduate Scholarship
 - For graduate students, the chance to compete in the SIGDOC Graduate Competition
 - Rigo and Diana Awards
 - Interactions with SIGDOC's related communication design societies and conferences (such as, ATTW, CPTSC, STC, and IEEE PCS)
 - Broad professional contacts and valuable networking opportunities across industry and academia
 - Response to incoming communication design questions, research, and media inquiries.
 - Advocacy for communication design issues and assistance in the development of policies and procedures related to communication at the ACM, regional, national, and international level.
 - Support for local and student chapters
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