

2024
Policy Council Meeting

September 25, 2024

11 am NYT

CHECK-IN

What is your favorite music?

QUESTIONS OR COMMENTS

**Enter HU in chat OR enter your question
or comment**

2024 Policy Council Meeting - August 2024

0:05 Welcome and Agenda (Allyson)

Reminder: Please get Rebecca's ED review done by October 1st

0:05 Motions

1:10 Review of Previous Conferences and ISDC2025 Conference Venue (John)

0:10 Dashboard (Rebecca) if time allows

Adjournment

2024 PC Motions Summary (Allyson)

VOICE VOTE TODAY

- June and August 28 Minutes
- Awards Committee Appointment
- Consider Alternative ISDC2025 Venues

PASSED (bold items passed in or since last meeting)

- (1130) Motion to approve the formation of the MIT Chapter (Peter)
- (1129) Motion to approve the formation of the French Chapter (Peter)
- (1128) Motion to approve Willem Auping to the position of PC Member at Large (Allyson)
- (1126) Motion to adopt the updated Participants Code of Conduct for Meetings (Bob)
- (1125) Motion to Empower Executive Director to Offer Additional Conference Scholarships (Bob)

Motion to Approve Policy Council Minutes

June and August 28, 2024

Moved by Lees Stuntz

To approve the Policy Council Meeting Minutes June and August 28, 2024

<http://bit.ly/SDSPCNotes>

Motion to Appoint...

Moved by Allyson Beall King

... Florian Kapmeier as member (2024-2026) of the Awards Committee

<http://bit.ly/SDSPCNotes>

Dashboard of SDS Objectives and Key Results (WIP)

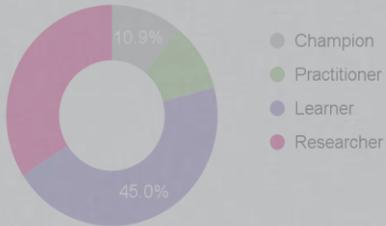
Last Update
2024-09-01

Membership

Members (y)



Self ID (129 members) Jan 2024

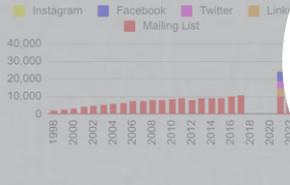


Retention Rate (y)

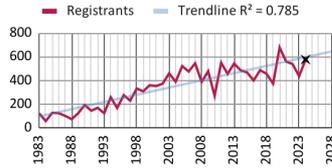


Awareness

Total Subscribers



Conference Registrations (y)



Grant Requests

Knowledge & Skills

Mentees



Degree Courses



Skill Level (159 members) Jan 2024



High-quality Outputs

SDR Articles (y)



SDR Impact Factor (y)



Cases



Financial Health

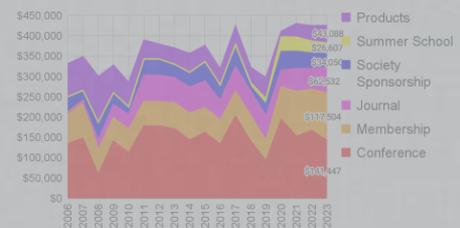
Net Operating Income (NOI)



Reserves



Income After Direct Expenses



Operational Metrics

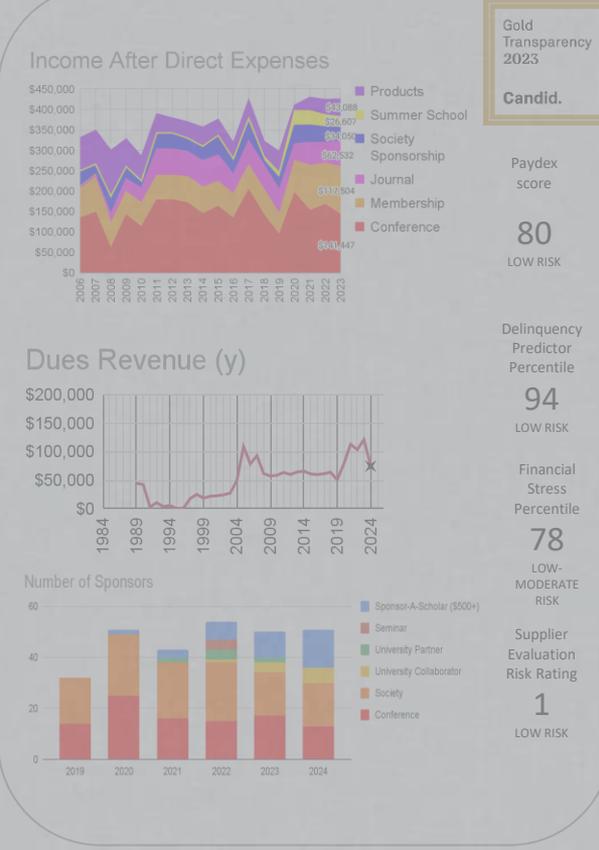
Membershi



Awareness



Financials



ISDC2025 Conference Venue (VP Meetings)



John Pastor Ansah

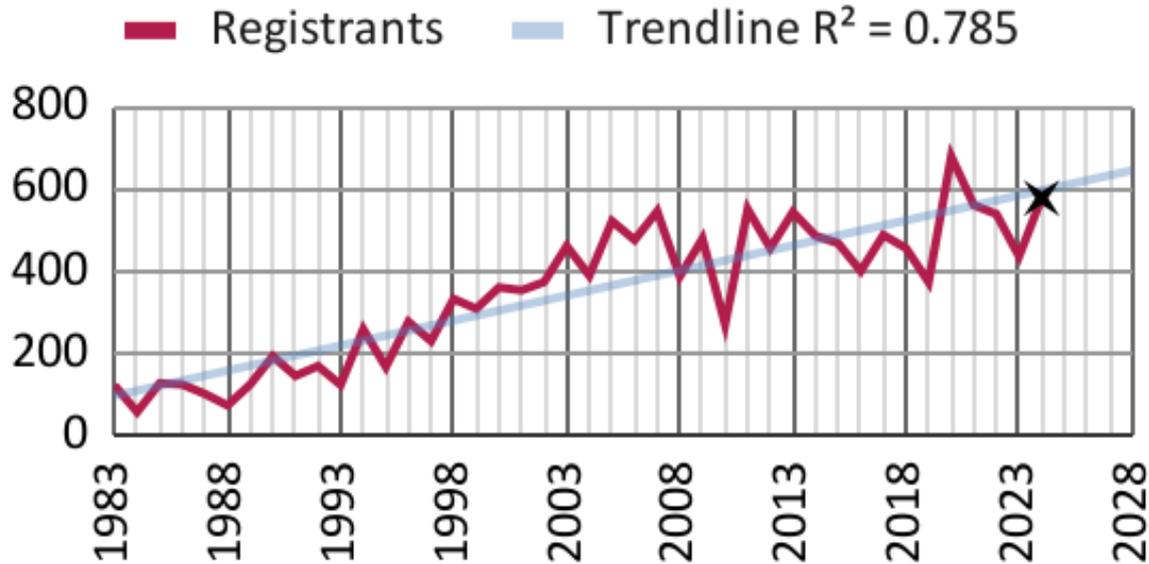
CASE

- 2024 Conference Overview with History
- A Quick Survey
- Revisiting Schaumburg Conference Choice
- Proposed Member Survey
- Comparing Potential Alternatives
- Motion to Continue Consideration of Alternatives
- Request for Special Policy Council Meeting to make final decision

ISDC2024 Update

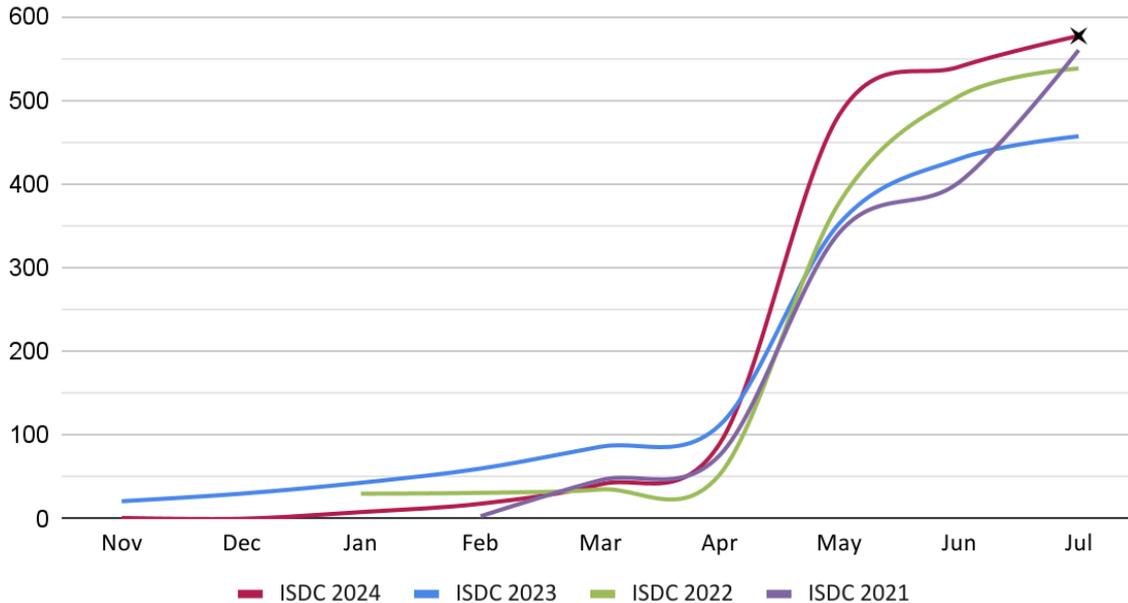
Strong Growth, with peak for ISDC2020

Conference Registrations (y)



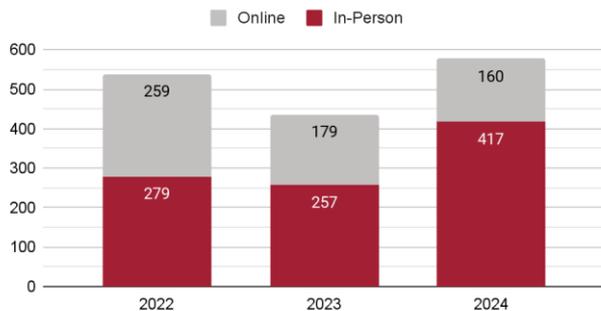
Slower start, strong finish in 2024.

Monthly Conference Registrations

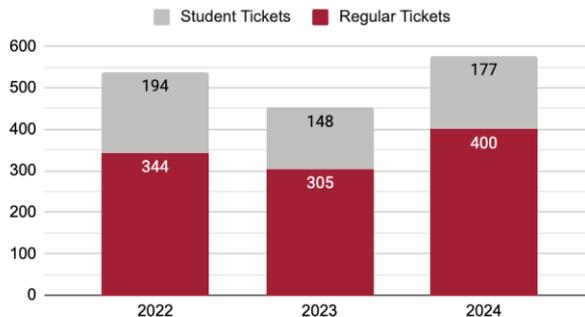


ISDC Over The Past Three Years

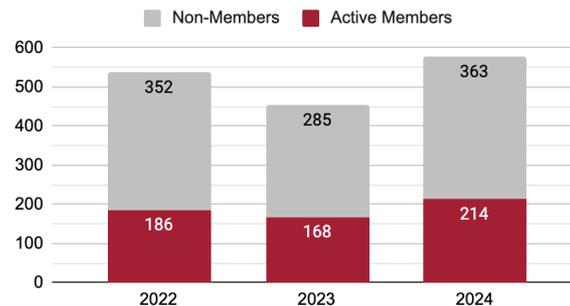
Attendees: Online + In-Person



Attendees: Regular + Students

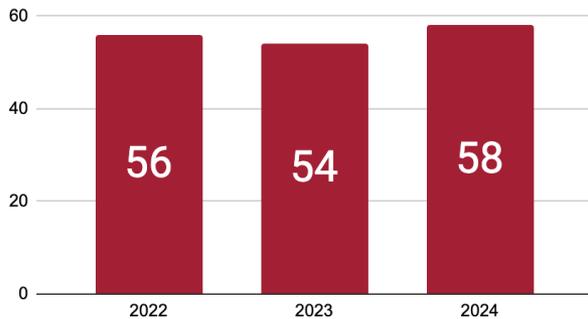


Membership Status

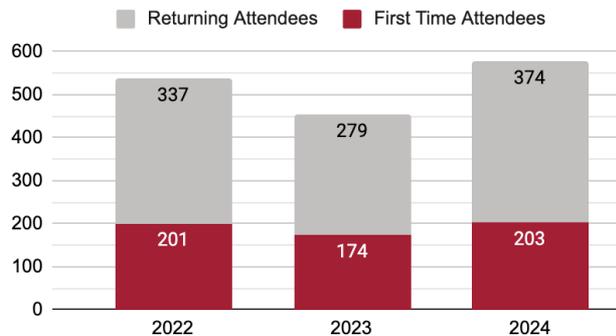


ISDC Over The Past Three Years

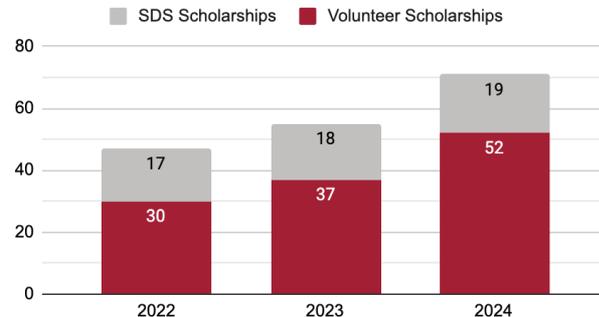
Countries Represented



First Time Attendees

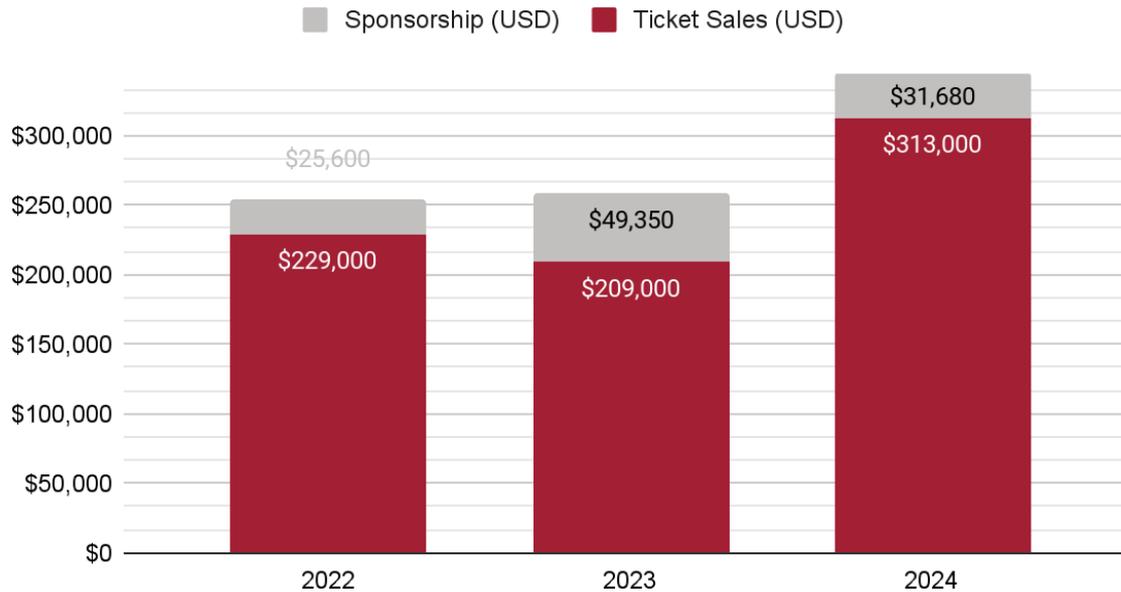


Scholarships and Volunteers

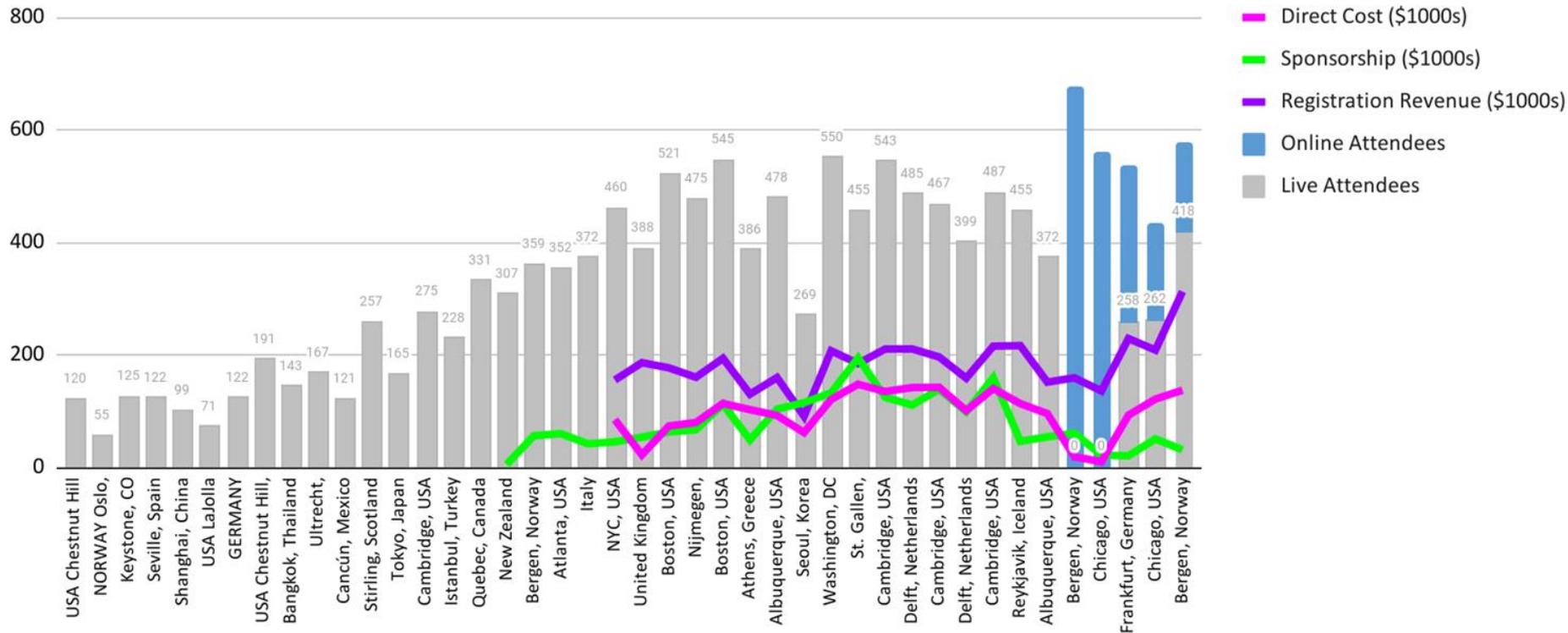


ISDC Over The Past Three Years

Revenue

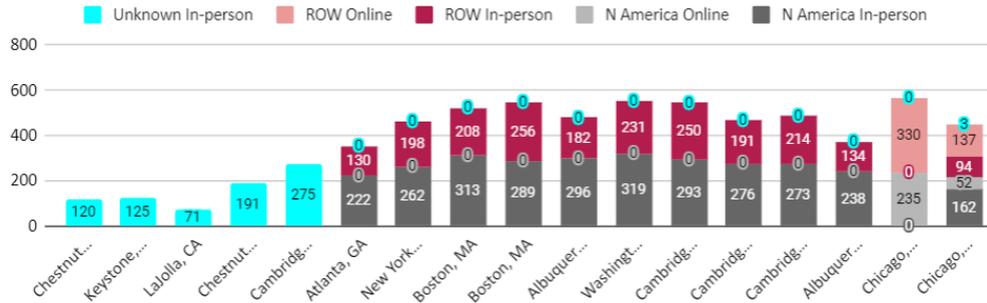


Conference Performance by Location from 1983

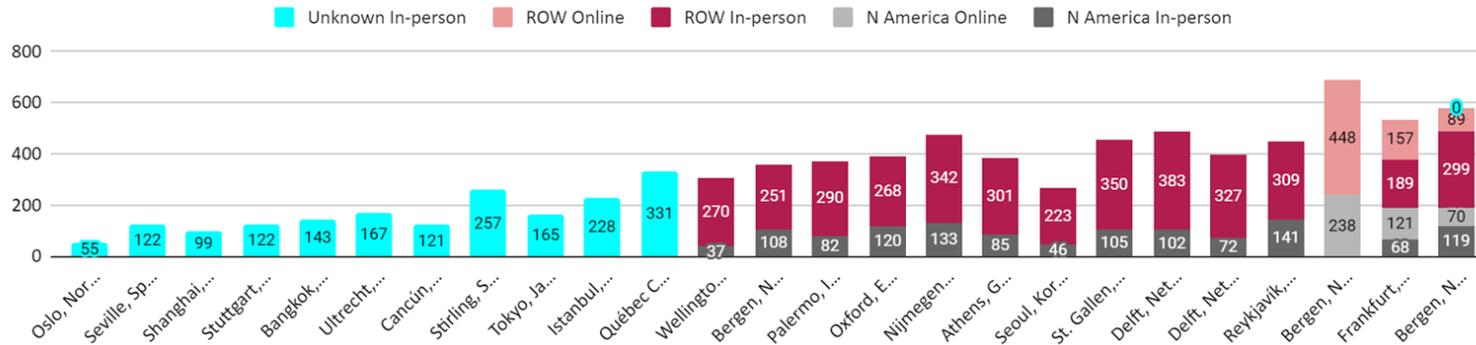


Attendance

US Conferences: Attendees N America vs ROW (online and in-person)

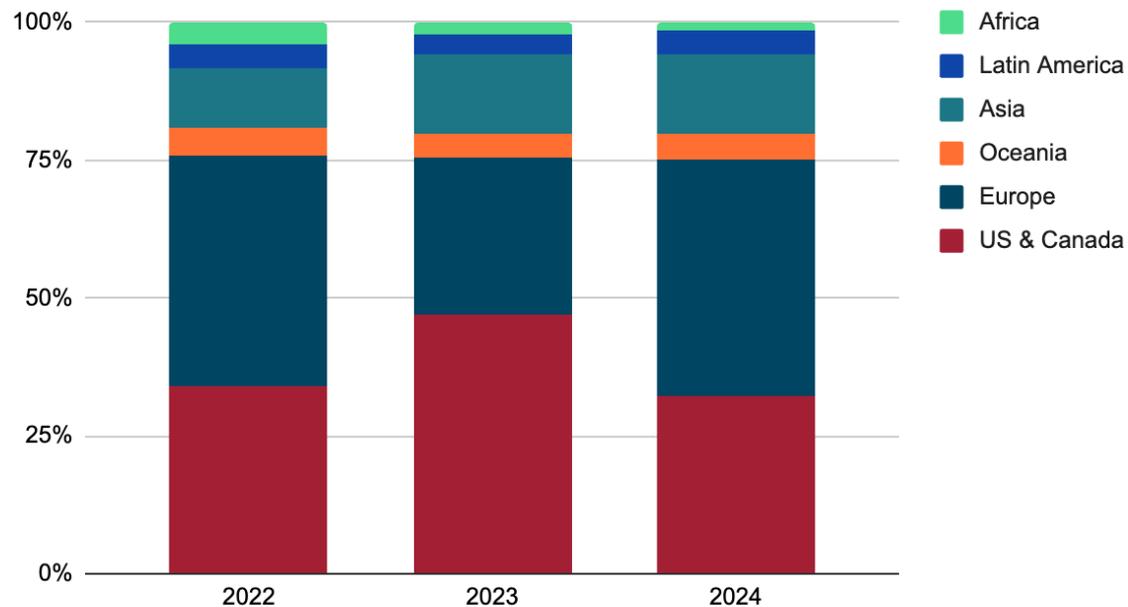


Non-US Conferences: Attendees N America vs ROW (online and in-person)



ISDC Over The Past Three Years

Attendees per Region



Future Conferences

Past and Future Conferences

Year	Dates	Venue	Organizing Chairs
2023	July 24-27	Palmer House Hilton Chicago, IL	N/A
2024	August 4-8	Scandic City Hotel Bergen, Norway	Birgit Kopainsky, Ali Saysel, Saeed Langarudi
2025	July 20-24	Hyatt Regency Schaumburg, IL	N/A
2026	July 20-24	Delft University Delft, Netherlands	Willem Auping, Floortje d'Hont
2027	July 18-22	Case Western Reserve University Cleveland, OH	Peter Hovmand, Warren Farr

ReThinking ISDC2025 in Schaumburg Illinois

- Pandemic effort achieved goal of 3 years of planned conference venues.
- During this process, Schaumburg was selected under duress as an alternative while renegotiating our commitment to the Palmer House in Chicago.
- Strategic decision made to reduce conference size to 260 people due to pandemic risk.
- Anecdotal evidence presented to President, President Elect, VP Meetings, and Executive Director suggest enthusiasm for Schaumburg is low and many intend to forgo in-person attendance.

Therefore, we have done a preliminary exploration of alternatives...

ISDC2025 Options

VENUE	Hyatt Regency	Boston University	MIT Sloan	MIT Main
CITY	Schaumburg, IL	Boston, MA	Cambridge, MA	Cambridge, MA
DATE	July 20-24	August 3-7	TBD	Flexible
Organizing Chairs	None	Tami Gouveia, Executive Director of CISWH at BUSSW	MIT Chapter (Cynthia Garde), John Sterman	MIT Chapter (Cynthia Garde), John Sterman

Therefore, we have done a preliminary exploration of alternatives...

14 Responses

Do you intend to go to ISDC2025 in person in Schaumburg, IL?

Yes



71%

No



29%

ISDC2025 Options

Would you plan to go to ISDC2025 in person if we were to move the conference to Boston with the same registration fees and dates (but knowing hotel costs may be more in Boston)?

Yes



No



Alternatives for 2025

Some things to keep in mind...

- Cancellation Penalty = \$21,308 until October 17
- Additionally, our proposed budget assumed 250 virtual attendees, and we have had closer to 150 the past two years. If those numbers persist, our budgeted Contribution for ISDC2025 will fall from \$23K to -\$44K.
- Bergen has demonstrated that there is potential for huge upside attendance, and there may be an opportunity cost to sticking with Schaumburg.
- We have received preliminary details on these locations, but there are open questions. Items requiring fine tuning are in yellow, using plugs are in red.
- Rebecca will be in Boston from Oct 1 - 4 and can visit sites in person to confirm they meet the needs and get additional details.

We have done a preliminary exploration of alternatives...

Risks with Schaumburg

- Can we get 260 people to the site?
- Will we lose people to AOM meeting July 25-29 in Copenhagen?
- Can we achieve more than the current trend of 160 online attendees to achieve 250 budgeted assumption?
- Contacts have changed. Will they honor verbal agreements?
 - Honoring food costs from 2024
 - Covering cost to change walls
- Can we manage upside growth beyond 260 at a reasonable cost?
- Can we sell 125 rooms by July 5 to avoid \$57,760 guarantee exposure?

Preliminary Evaluation of Alternatives (1 of 2)

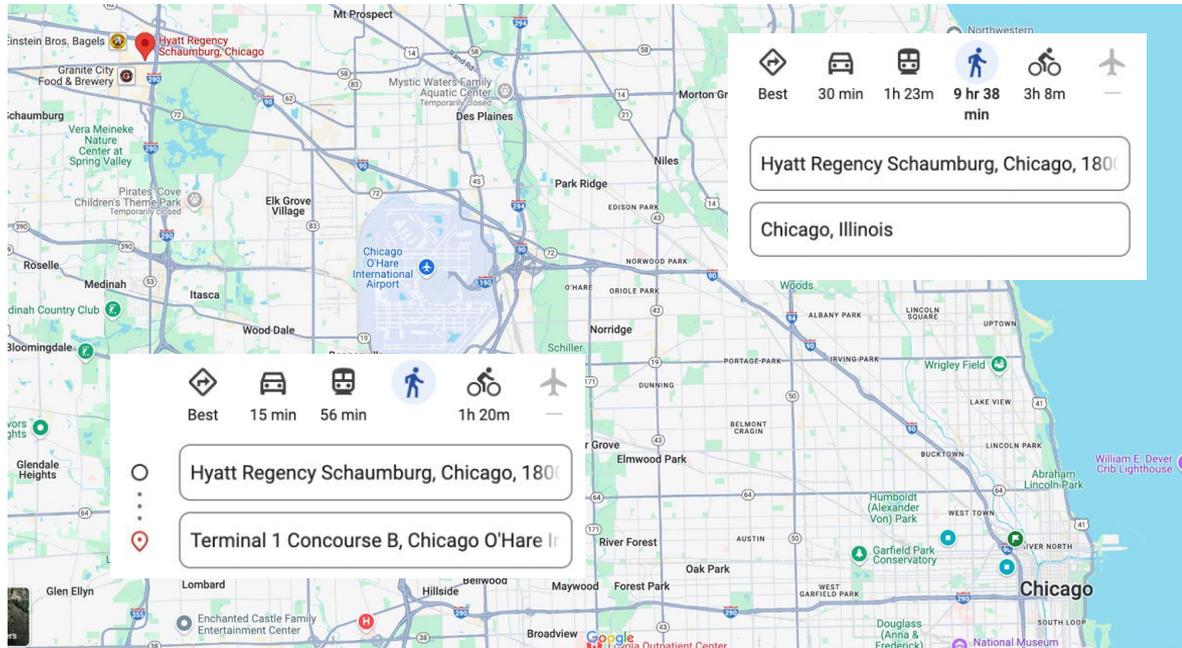
Positive
Caution
Negative

	Schaumburg	Boston	MIT Sloan	MIT Main
Penalty	N/A	\$21,308 by Oct 17		
Date	AOM is one week later in Copenhagen	AOM is one week earlier in Copenhagen	TBD	TBD
Location	Far from Chicago, Mall	Close to River, MIT, Fenway,	Close to River, Boston	Close to River/Kendall Sq
Facility	Beautiful lobby/dining area, compact meeting area.	Large ballroom w/ ample social lounge, 5m walk to some parallels.	Nice rooms / views of Boston, but might be small.	Nice location on campus, but 2 buildings next door.
Capacity	Plenary 225 Parallels 40-75 Additional cost for more, but not likely to exceed 260	Plenary 300-500 Parallels 50-150	Plenary 300-500 Parallels 50-150	Plenary 300-500 Parallels 50-150
Profit	260	260		

Preliminary Exploration of Alternatives (2/2)

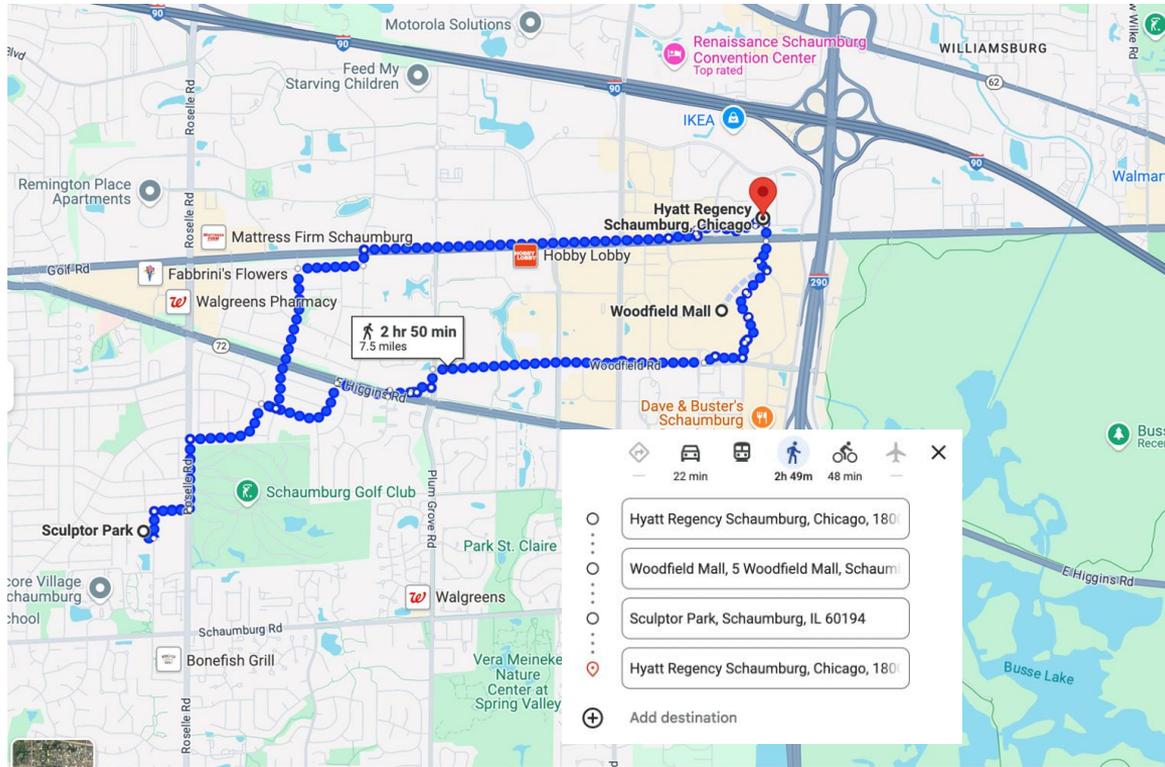
	Schaumburg	Boston	MIT Sloan	MIT Main
AV	Plenary, but bringing slightly upgraded equipment again	Assumptions include more A/V support, but some DIY.		
Room Guarantee	\$57,670 124 rooms	Limited room block exposure for holding dorm rooms, but can add to blocks. They do sell out in the summer..		
Meeting Rooms	Have to move walls.		Have to move walls.	
Travel Costs	Slightly Cheaper Singapore Flights	Slightly cheaper transport.	Slightly cheaper transport.	Slightly cheaper transport.
General Housing	\$152/night but we are guaranteeing	~\$286/night	~\$286/night	~\$286/night
Discount Housing	No Campus Housing.	\$97.50 campus housing.	~\$125 campus housing.	~\$125 campus housing.

Location - Schaumburg IL



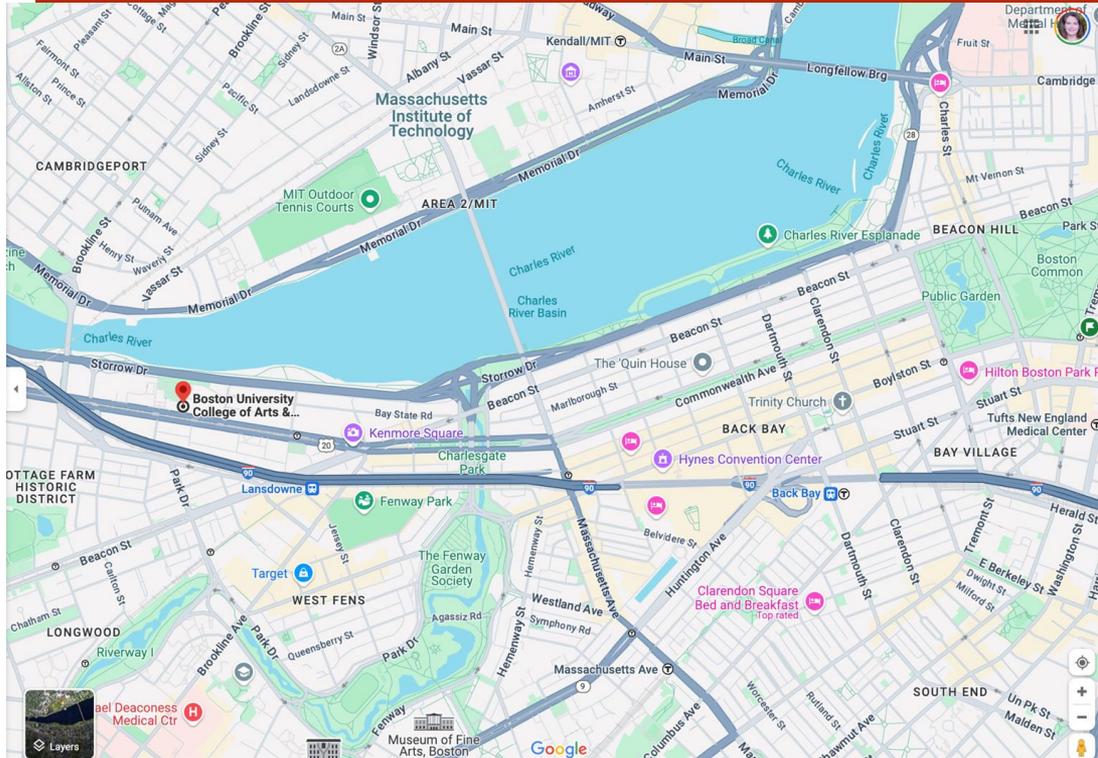
Distant suburb of Chicago with easy access to airport.

Location - Schaumburg IL



Focal point is hotel and mall, car or hotel bus required for exploring.

Location - Boston or MIT



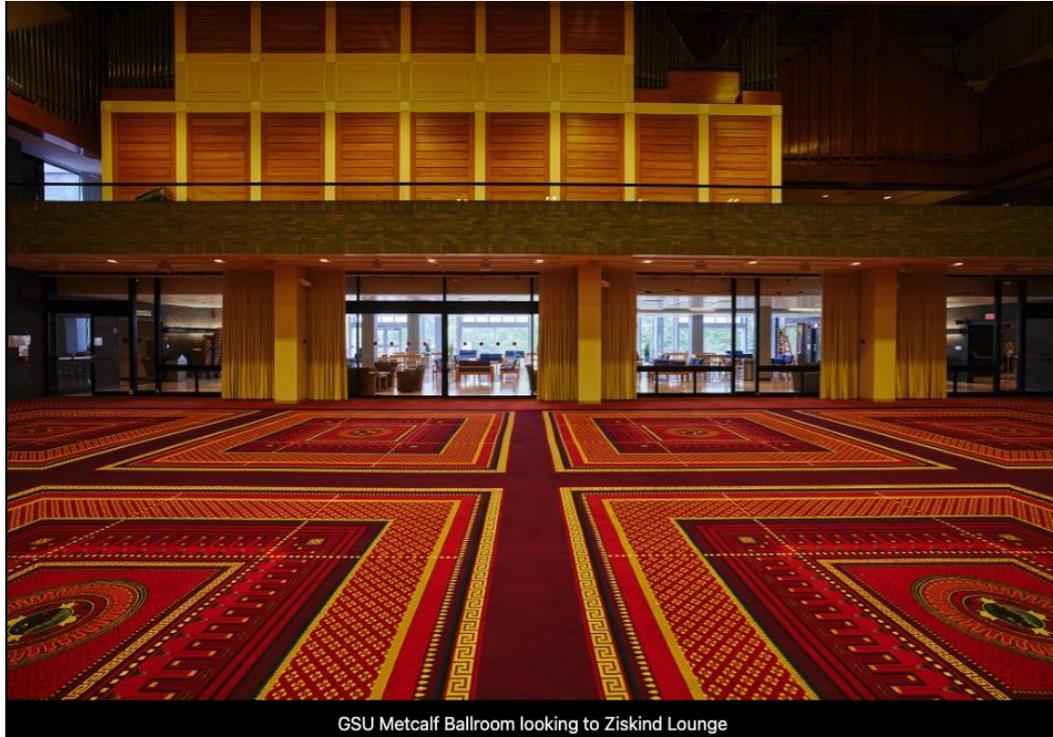
Easy access to airport, river, Boston and Cambridge sites from both locations.

Facility - Schaumburg IL



Wonderful lobby and dining space, traditional hotel meeting spaces.

Facility - Boston University



GSU Metcalf Ballroom looking to Ziskind Lounge

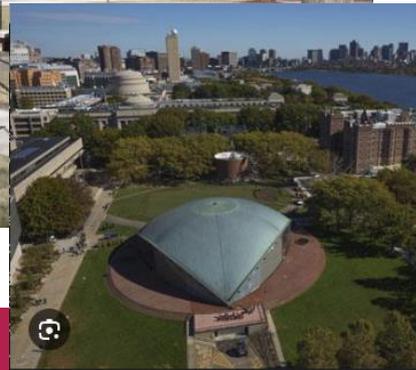
Large ballroom with ample lounge area supplemented with additional rooms in same building and classes in a building a 5 minute walk away.

Facility - MIT Sloan Samberg Conference Center



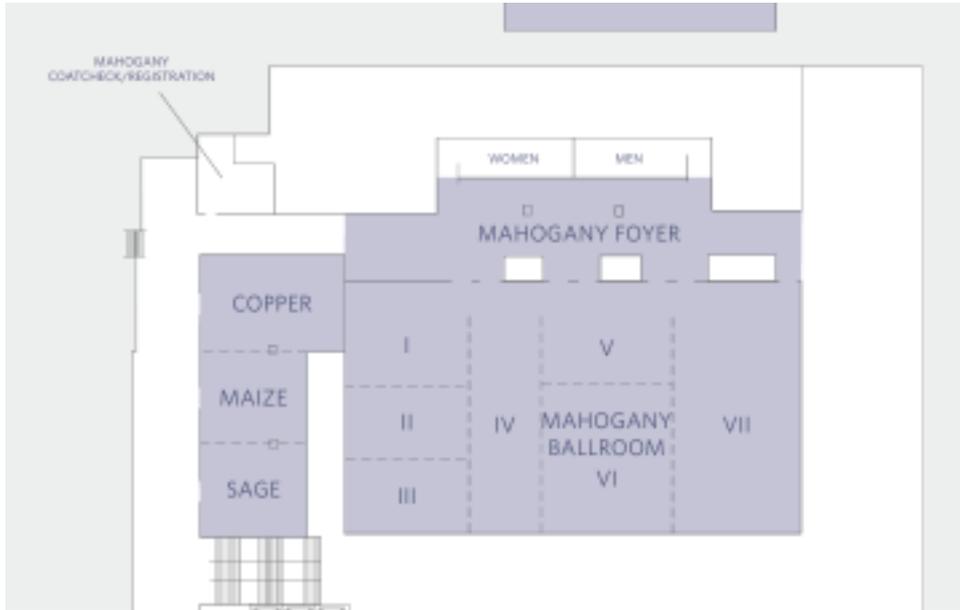
Beautiful space on 5th and 6th floor of MIT Sloan overlooking Boston skyline. Close to Kendall Square Subway Stop.

Facility - MIT Student Center and Kresge



Functional spaces in student center and nearby Kresge located in center of MIT Campus close to a number of dormitories.

Meeting Rooms - Schaumburg IL



	Hyatt Schaumburg	
	Rooms	Max Capacity (Theater Style)
Plenary	Mahogany 5&6&7?	225
Parallel Room 1	Copper	50
Parallel Room 2	Maize	40
Parallel Room 3	Sage	40
Parallel Room 4	Mahogany I	75
Parallel Room 5	Mahogany 2	75
Parallel Room 6	Mahogany 3	75
Parallel Room 7 (optional)	Mahogany 5&6	225
Parallel Room 8 (optional)		N/A
Parallel Room 9 (optional)		N/A
Max Distance from Plenary Parallel	250 Feet, Same Floor	
Breaks	Mahogany 7	200
Registration	Mahogany Foyer	
Poster Space (square feet)	Mahogany 7	200
Exhibitor Space (square feet)	Mahogany 7	200

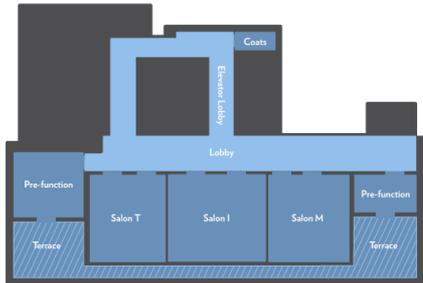
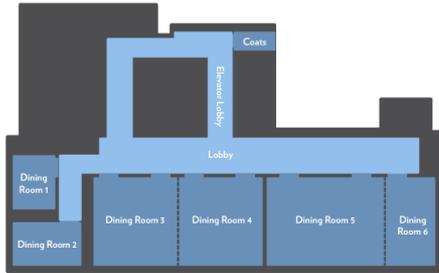
Traditional. Compact, but tight space. May have to expand contract or move walls for parallels.

Meeting Rooms - Boston University

	Boston University	
	<u>George Sherman Union</u>	
Plenary	Metcalfe Hall	300 - 500
Parallel Room 1	Metcalfe Hall	150
Parallel Room 2	Metcalfe Hall	100
Parallel Room 3	Conference Auditorium	100
Parallel Room 4	Terrace Lounge	75
Parallel Room 5	Classroom (alt building)	75
Parallel Room 6	Classroom (alt building)	75
Parallel Room 7 (optional)	Classroom (alt building)	50
Parallel Room 8 (optional)	Classroom (alt building)	50
Parallel Room 9 (optional)	Classroom (alt building)	50
Max Distance from Plenary Parallel		5 minute walk outside to another building
Breaks	Ziskind Lounge	
Registration	Stone Lobby	
Poster Space (square feet)	Ziskind Lounge	
Exhibitor Space (square feet)	Ziskind Lounge	

Ample space, but must walk 5 minutes between two buildings for some parallels. Still working on flexible classroom space.

Meeting Rooms - MIT Sloan Samberg Conference Center



MIT Sloan Samburg Conference Center		
Plenary	M+I+T	300 - 500
Parallel Room 1	M	150
Parallel Room 2	I	100
Parallel Room 3	T	100
Parallel Room 4	DR3	75
Parallel Room 5	DR4	75
Parallel Room 6	DR5	75
Parallel Room 7 (optional)	Salon West	50
Parallel Room 8 (optional)	DR6	50
Parallel Room 9 (optional)	Parallel Room 9 (optional)	50
Max Distance from Plenary Parallel	Max Distance from Plenary Parallel	250 feet / 2 floors
Breaks		
Registration		
Poster Space (square feet)	Poster Space (square feet)	
Exhibitor Space (square feet)	Exhibitor Space (square feet)	

Ample plenary space, question about other space. Must move walls.

Meeting Rooms - MIT Student Center and Kresge

	MIT	
	Student Center & Kresge	
Plenary	Sala de Puerto Rico	400+
Parallel Room 1	20 Chimneys	150
Parallel Room 2	Little Kresge	158
Parallel Room 3		
Parallel Room 4	Rehearsal Room A (Kresge)	75
Parallel Room 5	Rehearsal Room B (Kresge)	75
Parallel Room 6	DR5	75
Parallel Room 7 (optional)	Multipurpose Room 401	50
Parallel Room 8 (optional)	PDR1/2	40
Parallel Room 9 (optional)		
Max Distance from Plenary Parallel	Max Distance from Plenary Parallel	250 feet / 2 floors
Breaks		
Registration		
Poster Space (square feet)	Poster Space (square feet)	
Exhibitor Space (square feet)	Exhibitor Space (square feet)	

Ample plenary space. Other rooms split across two architecturally significant buildings which are very close together on a beautiful grassy oval. More details and site visit needed.

Travel Costs

3. Airfare

Major Airport:	Chicago, O'Hare	Boston Logan Airport	Boston Logan Airport
From Boston	\$300	\$0	\$0
From Brussels	\$900	\$900	\$900
From Singapore	\$1,350	\$1,600	\$1,600

4. Local Transport from Airport to Venue

	Schaumburg	Boston	MIT
Option #1 (Taxi)	\$45/18m	\$30/10m	
Option #2 (Uber)	\$33.9/18m	\$26/10m	\$23/9m
Option #3 (Train)	\$8/58m (bus transfer)	\$15/36m (bus transfer)	\$4.80
Option #4 (Bus)	\$7/58m		\$12/46m
Shuttle	\$70/18m	\$40/11m	\$40/9m

Fairly negligible differences in travel costs.

Housing Costs

REGULAR ATTENDEES	Hyatt Schaumburg Link 124	Hyatt Cambridge Link	Marriott Cambridge Link
Room Block			
Accommodation Name w/ Link	Hyatt Regency		
Room with Taxes & Fees	\$ 152.00	\$ 286.00	\$ 286.00
Breakfast	\$ 8.00	\$ 8.00	\$ 8.00
Lunch	\$ 17.00		
Dinner	\$ 25.00	\$ 30.00	\$ 30.00
One Day Total	\$ 202.00	\$ 324.00	\$ 324.00
4 Day Total	\$ 808.00	\$ 1,296.00	\$ 1,296.00

STUDENT ATTENDEES	Hyatt Schaumburg Link	10 Buick Street Dormitories Link	TBD Dormitory Link
Accommodation Name w/ Link	Hyatt Regency		
Room with Taxes & Fees	\$ 152.00	\$ 97.50	\$ 125.00
Breakfast	\$ 8.00	\$ 8.00	\$ 8.00
Lunch	\$ 17.00		
Dinner	\$ 25.00	\$ 25.00	\$ 25.00
One Day Total	\$ 202.00	\$ 130.50	\$ 158.00
4 Day Total	\$ 808.00	\$ 522.00	\$ 632.00

Housing in regular hotels is higher in Boston than Schaumburg, but access to dormitory housing provides cheaper options.

Preliminary Cost Estimates

Estimate
Plug

Attendees (Live)	260	260	260	260
	Schaumburg	Boston University	MIT Sloan	MIT
Meeting Rooms	<u>\$0</u>	<u>\$34,500</u>	\$14,844	\$26,734
Audio Visual Equipment	<u>\$21,306</u>	\$25,150	<u>\$21,306</u>	\$25,150
Poster Pin Board Costs (60)	<u>\$7,725</u>	<u>\$7,725</u>	<u>\$7,725</u>	<u>\$7,725</u>
Exhibitor Costs (15)				
Internet Access				
Major Social Activity/Banquet	<u>\$16,050</u>			
Lunch		\$17,254	<u>\$4,680</u>	<u>\$4,680</u>
Breaks	\$6,069		\$8,112	\$8,112
Welcome Reception	\$5,909			
Poster Reception	\$5,909	\$5,000	\$4,992	\$4,992
EXPENSES				
260 Attendees	\$62,968	\$89,629	\$61,659	\$77,393
360 Attendees	\$76,021	\$98,188	\$68,499	\$84,233
460 Attendees	\$89,073	\$106,747	\$75,339	\$91,073

Revenue and Profit Scenarios

	Schaumburg			Boston University			MIT Sloan			MIT Main		
Live	200	260	260	260	360	460	260	360	460	260	360	460
Online	150	150	250	150	150	150	150	150	150	150	150	150
Revenue	\$127K	\$165K	\$208K	\$165K	\$208K	\$290K	\$165K	\$208K	\$290K	\$165K	\$208K	\$290K
Expenses	\$83K	\$91K	\$91K	\$117K	\$126K	\$134K	\$90K	\$97K	\$105K	\$105K	\$112K	\$119K
Donations	\$31.4K											
Overhead	\$125K											
Penalty	N/A			\$21K								
Profit	(\$50K)	(\$20K)	(\$4K)	(\$66K)	(\$32K)	\$41K	(\$31K)	(\$4K)	\$70K	(\$54K)	(\$18K)	\$56K

Next Steps

Open Questions on Alternatives

- Can we increase attendance to 360 or more relative to Schaumburg?
- Can we get additional sponsors in Boston? Especially w/ Roberts Hackathon?
- Will a site visit on from Oct 1-4 reveal issues?
- Can we get confidence in food and A/V costs in time?
- Can we settle on a better A/V cost and quality than Schaumburg?
- Can we settle on an acceptable food proposal?
- What are the poster board rental costs in Boston?
- Will unlocked dates remain available?

MOTION

RECESS AND SUSPEND MEETING UNTIL

Wednesday, October 9 at 11am EDT via Zoom