

## Association of Business Information Systems

Executive Board Meeting  
Thursday, March 08, 2017  
Albuquerque, New Mexico



Association of Business  
Information Systems

### 2017-2018 Executive Board

President	Sherry Rodrigue
VP/Program Chair	Degan Kettles
Secretary	Shane Schartz
Treasurer	Carla Barber
Historian/Parliamentarian	Marsha Bayless
Past President	James (Skip) Ward *Not present
Journal Editor	Lori Soule
Proceedings Editor	Clive Muir

Call to Order of the 2018 meeting of the ABIS Executive Board – *Sherry*

### Officer Reports:

#### VP/Program Chair Report (Degan Kettles) – # papers and presentations, # posters

**Final numbers: 3 papers and 9 proposals to present**  
**Early numbers: 8 initial papers, various reasons for withdrawal**  
**2 posters originally, FBD involved and 1 withdrawn.**  
**25 people registered for the conference.**

**37 Registered in 2017.**

**52 Registered in 2016.**

**Lost approximately 13 people each year.**

**Location of conference may be a reason for the loss of 25 people.**

**Analysis of 25 people typically attending, most responded with possible issues.**

**FBD says an association must have 25.**

**Discussed different accreditations and policies and how that relates to the journal and policies at the universities in an effort to make the journal more attractive for submissions.**

**Emailed various people to encourage participation in the conference,**  
**Degan has created an email list.**

**Need to consider ways to encourage new and younger faculty to join in the conference.**

#### Secretary Report (Shane Schartz)

*Minutes from our 2017 Executive Board meeting distributed.*

*Marsha moved to accept, Lori Second. All accepted*

#### Treasurer Report (Carla Barber)

Balance \_\_\_\_\_

Changed from Jan 1 to Dec 31.

**Proceedings Editor Report (Clive Muir)**

**Proceedings were delivered Monday, not available yet. Did not contain best paper, being updated with the best paper.**

**IRBIS Journal Editor Report (Lori Soule)**

11 submissions, 1 rejected, 4 major revisions needed, 5 minor revisions, 1 out for review.

Discussion of presentations versus papers.

April target for revisions.

**Nominations for ABIS Office**

For 2018, ABIS only need to elect 1 position.

Shane has agreed to move to VP/Program chair, and Degan has agreed to move into the position of President.

The current Treasurer (Carla) and the current Historian/Parliamentarian (Marsha) has agree to hold the respective offices for the coming year.

The current Journal Editor (Lori) has agree to continue into year 3 of the 3-year term.

Will the current Proceedings Editor (Clive) agree to continue in year 3 of the 3-year term?

**Secretary:** Recommendation needed!

Proceedings and/or journal editor needed.

**FBD Report (Degan Kettles)**

**Projectors still an issue at FBD, take a membership vote at membership meeting to purchase or bring projector to conferences or rent from FBD.**

**Discussion of possible student to setup projectors for FBD.**

**Old Business**

1. Bank Account

No updates.

2. No-shows in conference proceedings

Letter sent to person(s) who doesn't show to present, remove from proceedings and letter copied to Dean. Plan to follow this rule this year. Relates to being printed in FBD.

3. Papers / Presentation / Poster submissions

- a. Cover page
- b. Similar format between initial submission, Proceedings, and Journal
- c. How to promote posters

4. 2017 FBD changes – each conference responsible to meet percentage of food costs and supply projector and laptop...update.

Reported that we did meet our food quota.

**New Business**

1. 40th year of ABIS – 1978 – 2018

- a. Marsha has created historian documentation and a presentation to for membership meeting.

2. Proceedings – how to increase submissions

Proceedings discussion, should abstracts should be considered?

Talk with DSI about how they handle this.

3. FBD items (if any) that need to be brought to vote at next General Membership Meeting

4. Board Member duties / responsibilities

- a. Does hand book need updated
- b. Social media responsibility

5. Next FBD Conferences

- a. 2019 - Houston, Texas      March 13- 16, 2019
- b. 2020 - San Antonio, TX      March 11-14, 2020
- c. 2021 - Galveston, TX      March 17-20, 2021

**Additional Business**

***Possible redistribution of Program Chair responsibilities***

**Adjourn**