

Shape Modeling International Draft

SMI is managed by a **Governing Board** and a **Steering Committee**.

Governing Board

The Governing Board is a permanent committee whose role is:

- maintaining the quality and visibility of the conference;
- actively promoting the conference;
- deciding on issues related to conference proceedings, “permanent” sponsorships, in-cooperation agreements, co-location with other events.

Members of the Governing Board are:

Tosiyasu Kunii, Alexander Pasko, Bianca Falcidieno, Michela Spagnuolo, Jarek Rossignac, Geoff Wyvill, Brian Wyvill, Vladimir Savchenko

When members of the Governing Board who no longer maintain an active involvement with the SMI conference rotate out of the board, new members will be invited to replace them.

Steering Committee

The Steering Committee is composed of the governing board and of additional members approved by the governing board. Additional members will remain in the committee for a period of about three years, and their role will be the active promotion of the conference, the suggestion of specific topics, maintaining connections with professional societies, publishers, and sponsors.

Currently, the additional members of the steering committee are Marie-Paule Cani and Remco Veltkamp.

SMI conference organization

Proposals to host SMI should be submitted to the Governing Board at least two years in advance. Applications should contain details about the proposed venue, the local organizing committee, and an estimate of the local costs for the conference (location of the venue and audio-visual equipment, support staff, food, registration, promotion, materials) and for the participants (hotel costs, local travel).

The organizing committee for a SMI conference comprises: 2 or 3 conference co-Chairs and 2 or 3 program co-Chairs who are appointed by the Steering Committee. At least one member of the governing board is invited as Conference co-Chair and one as Programme co-Chair, to guarantee continuity and act as a mentor.

The SMI organizing committee is appointed at least 18 months before the conference. The responsibilities of the organizing committee include (but are not limited to):

- Finalize the date of the conference, considering that May or June are the traditional months of SMI, and avoiding conflicts with other events on related disciplines (date to be approved by the steering committee and to be announced during the current year conference);
- Provide the financial plans (to be checked by the steering committee);

- Finalize the call for paper (to be approved by the steering committee and draft version to be distributed during the current year conference);
- Propose a sufficient number of internationally respected members for the International Program Committee for approval to the steering committee: the number of the PC members should be compatible with the review process that should ensure at least three reviewers per paper; experience and performance in previous conferences should be definitely considered in the selection process to avoid problems; overlap with previous SMI committees is encouraged to ensure continuity of the quality of the program;
- Set up and test the submission and review systems at least 10 months before the conference; Then, maintain the system during the review period;
- Organize the publication of the proceedings by a professional organization; Maintain continuity in the format, style, and quality; ensure that electronic access to the proceedings is provided to professionals in the field through their membership in one of the main international societies.