



International Field Directors and Technologies Conference

November 18, 2010 Organizers Conference Call Notes:

Participating in the call, Betsy (Blunsdon), Kelly (Elver), Vince (Parker), Rita (Koontz), Rita (Thissen) and guest Grant Benson, chair of the Bylaws Committee

AGENDA:

1. Grant Benson will join the call for a "bylaws" update
2. Call for Participation update
3. Co-registrar visit to WSU update
4. AV bids to be sent
5. Registration fee discussion (see attached spreadsheet)
6. Review of www.ifdtc.org
7. Tryout new Administration portion of IFD&TC website
8. OTHER:

NOTES:

1. Grant Benson, University of Michigan, chair, Bylaws Committee reported the team will more than likely deliver according to the timeline. The team feels it will retain as much of the original language as possible. Review will include necessary language related to being chartered in the state of Virginia, and adapting language as necessary should the bylaws be used to apply for non-profit status. A review of the AAPOR bylaws will be part of the process as well.
2. 2011 IFD&TC Call for Program Participation was sent via e-mail to 878 previous IFD&TC attendees on November 11, 2010. A reminder was sent to 854 previous attendees on December 6, 2010. One more reminder will be sent in early January. Program participation will be closed as of January 15, 2011. The US Census Bureau established a procedure several years ago, that all IFD&TC information is sent to two contact representatives and then disbursed according to Census policies. The difference in number of messages sent is due to non-working e-mail addresses and previous attendees asking that their name be removed from the database.
3. Lisa Klein, IFD&TC Co-Registrar visited WSU/Rita Koontz-IFD&TC Registrar on November 10 and 11, 2010. This was to begin introduction to the archives, database, website and registration tasks.
4. AV bids will be sent to the Doubletree in house AV Company and at least 4 other vendors for estimates due by January 7, 2011.
5. Information gathering will begin to determine costs that influence the setting of the conference registration fee. The fee needs to be determined by March 1, 2011 prior to the opening of the website for conference registration.
6. Rita K asked other organizers to review the website to offer suggestions and/or find any problems.
7. A new Administrative section has been added to the IFD&TC website. The administrative section will contain historical documents, previous contracts and other documents for conference planning. Documents and minutes of meetings will be added on a regular basis.
8. OTHER:
 - a. Rita Thissen reported the meeting of the Tech Group was very productive, topics list, keynote speaker and ideas for sessions were discussed. Notes of that meeting are attached as part of this record.

Continued on next page:



International Field Directors and Technologies Conference

Next conference call is Thursday, December 9, 2010.

IFD&TC 2011 Conference Call Calendar

January, 13, 2011

January 27, 2011

February 10, 2011

February 24, 2011

March 10, 2011

March 24, 2011

April 14, 2011

April 28, 2011

May 12, 2011

IFD&TC May 15-18, 2011

Notes from the Technical Advisory Committee
October 29, 2010
RTI-DC, Washington, DC

Participating:

Cheryl Landman
Josh Seeger
Tim Gabel
Michael Gerling

Vince Parker (phone)
Bill Connett (phone)
Kevin Tharp (phone)
Rita Thissen

Candidate for next year's technical program committee (replacing Rita T): Josh Seeger
Others suggestions from Rita Koontz? Rita T will ask her.

TECHNICAL KEYNOTE

Topic: Cloud Computing

Speaker Possibilities:

1. Joseph Hellerstien, UC Berkeley, EECS professor, dynamic speaker (Josh?)
2. Jeff Bezos, Amazon.com, excellent speaker, humorous, good audience rapport (Josh?)
3. Peter Coffee, Salesforce.com, excellent speaker (Tim?)
4. Robert Grossman, U.Chicago, rgrossman.com, no video clips found, writing is somewhat hard-core techie and dry

Notes: Speaking skills were rated by Josh, Cheryl and Rita, based on video clips from the web.

The plan is to have a "second keynote" unopposed by other sessions, as was done at IFDTC 2010.

NEW TOPICS

Cloud computing in practice

- Experience with the cloud
- Cloud data storage and software tools
- Security, confidentiality and legal concerns related to cloud computing

Non-intrusive data collection

- Sensors, monitors and wearable devices
- Administrative and public records
- When might opt-in data be useful?

Metadata tools

- Data standards
- Metadata for electronic file transfer
- Metadata for data dissemination, archiving and searching
- Metadata provided by software packages (Blaise metadata)

E-mail as a survey tool

- Managing large contact lists by email

- Avoiding spam filters and blacklists

Technical support

- Small shop/large shop issues
- Training and managing tech support staff
- Managing equipment, passwords and disk encryption
- Tracking and mining technical support requests
- Telephone center helpdesks
- Budgeting/forecasting support tasks

Mining the “App Store”

- Experience with apps for surveys by iPhone, iPad, iTouch
- Developing and deploying customized apps
- App issues, prices, licensing

Graphical techniques for data visualization

- Operational data, responsive design and dashboards
- Data dissemination, analysis and public access to data
- Presentation of graphical data as a way to boost response rates
- Use of mapping for case assignment

Data linkage

- Algorithms
- Security, confidentiality and permission issues for linking
- False positives, false negatives in matching

CONTINUING TOPICS

Mobile computing

- Communication: cellular, satellite, MiFi, mobile broadband
- Devices, peripherals and accessories: Android, iPhone, iPad, Blackberry, etc
- Programming for small devices
- Training issues
- Visions of the future

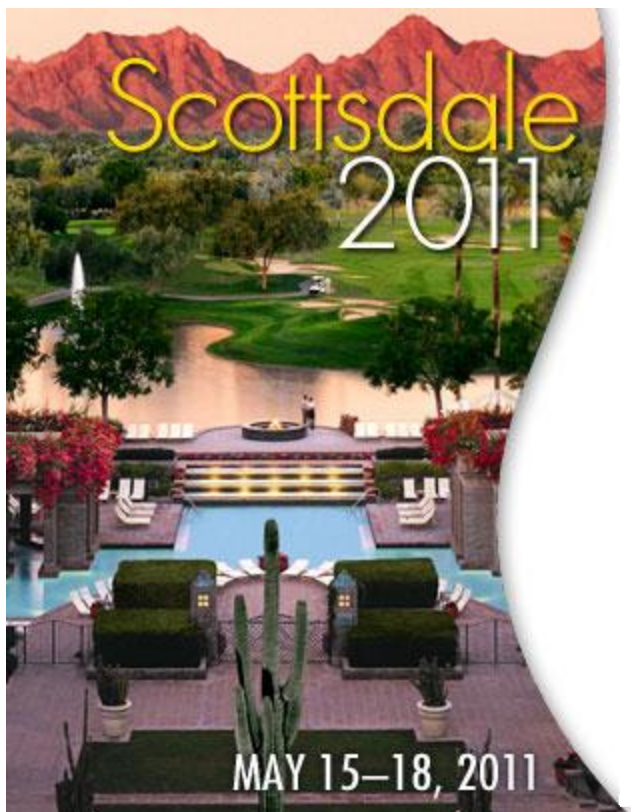
Tips and techniques for small shops

- Software for small budgets
- Organization and management practices for a small staff
- Providing breadth of technical expertise with few technical staff
- Responsiveness, flexibility and customized services

Other

- Mashups and other “web 2.0” techniques
- Open source tools for survey research
- Special issues for university survey centers
- Address-based sampling

- Innovations in questionnaire authoring
- Standardization of questionnaire items
- Paradata
- Commercial software for Web
- Scanning?
- Multimode data collection



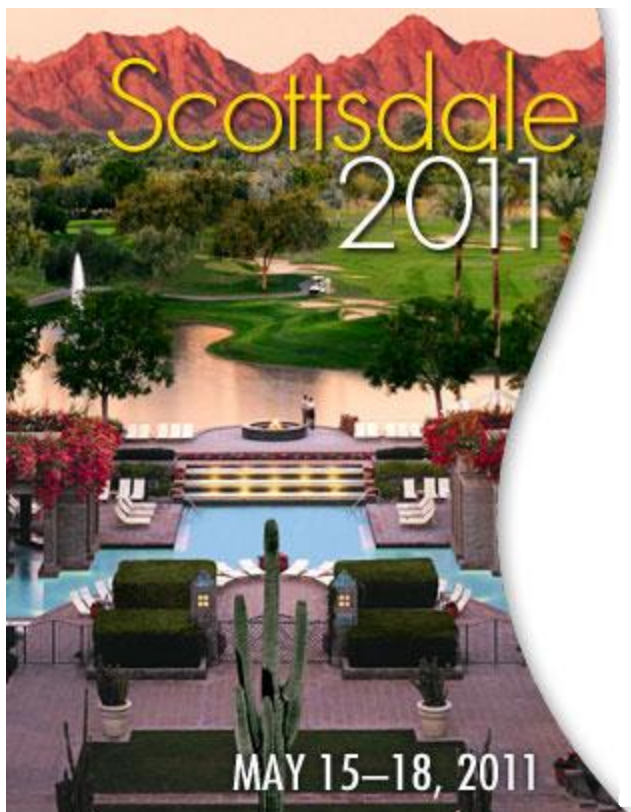
**Call for IFD&TC
2011 Program
Participation!***
Due January 15, 2011

Click on link or paste into browser

www.ifdetc.org

May 15-18, 2011
IFD&TC 45th Annual Conference
Doubletree Paradise Valley Resort
5401 N. Scottsdale Rd
Scottsdale, AZ 85250-7090

*NOTE: This is for the program only, conference
registration information will be sent in March, 2011.



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