

**Minutes**  
**Eastern States Section of the Combustion Institute**  
**Executive Board Meeting**  
**Date: Sunday, 6 March 2022**  
**Time: 5:00 PM**  
**Location: HEC, University of Central Florida, Orlando, FL and Zoom**

**ESSCI Board Meeting – March 6, 2022**

**Agenda**

1. Roll call, welcome of new members
2. Approval of Minutes from May 25, 2021 Board Meeting
3. Update on ESSCI 2022 Technical Meeting
4. Treasurer update
5. Awards committee update
6. Bylaws discussion and vote to clarify current version and address USSCI planned changes
7. Discussion on USSCI proposed Code of Conduct
8. Nomination and vote on new ESSCI officers (program chair, secretary)
9. Discussion on ESSCI representation on US Executive Board
10. Nomination and vote on new ESSCI representative(s) on US Board (pending discussion outcome)wi.
11. Committee assignments and activities
  - Site selection committee (ESSCI 2024 and National Meeting 2025)
  - Awards committee
  - Website and Media presence
  - Mentoring activities and new initiatives
12. Additional business

**Attendees:** Perrine Pepiot (chair), Paul Papas (vice chair), Michael Mueller (program chair), Wenting Sun (treasurer), Jackie O'Connor (secretary), Yiguang Ju (past chair), Peter Sunderland, Jackie Sung, Richard West, Michael Burke, Sang Hee Won, Xinyu Zhao (via zoom), Chloe Dedic, Mac Hass, Sili Deng, Brandon Rotavera.

**Absent:** Andrew Norris, Steven Tuttle

**Minutes:**

1. Approval of Minutes from May 25, 2021 Board Meeting
  - a. Richard – motion to approve
  - b. Paul – second
  - c. Minutes approved, pending check that it's the latest version of the minutes and feedback has been incorporated.
2. Update on the budget – Wenting Sun
  - a. Update on accounts. Bank of America balance is ~\$40k (similar to May 2021). Janus portfolio is ~\$80k (down 6.7% since May 2021)
  - b. Still need to write checks for some ESSCI expenses, Glassman award.

- c. Questions regarding the NSF coverage for the travel expenses, which is being contracted through UCF.
  - d. Moving forward, we are going to keep funding students only if a senior mentor also attends
- 3. Update on the ESSCI Meeting – Michael Mueller.
  - a. 99 papers – great attendance for a Southern meeting
  - b. Only 10 abstracts didn't become papers
  - c. Session chairs are everyone who registered by the early deadline who are not students
  - d. Scheduled talks are related to the plenary that day
  - e. David Sharbaugh is amazing
  - f. 118 registrants, expecting a few more today
  - g. Need an update from Subith on budget for the meeting
  - h. Michael M. will send attendees an email reminding them about best paper/presentation nominations. Michael B. is going to forward Michael M. the electronic version of the form.
- 4. Awards – Michael Burke.
  - a. Announced two awards based on the 2020 meeting.
    - i. 2020 George H. Markstein Best Paper Award: Numerical Investigation of the Accuracy of Particle Image Velocimetry Technique in High-Speed Turbulent Flows, from Uconn, UCF and TA&MU
    - ii. 2020 Charles P. Fenimore Best Student Presentation: Joseph Squeo: A Data Based Approach for Soot Prediction in a Laminar Diffusion Flame
  - b. Remember to nominate people for 2022 awards this year!
  - c. Brandon Rotavera is the Irv Glassman Award Winner – yay!
  - d. Remember to nominate people for the Glassman award in the next round
- 5. Bylaws discussion
  - a. Things to change in election guidelines: update board seats, selection of officers through membership, re-electing members need updating, remove discussion of business meeting, shorten the time of voting
  - b. Term limits: currently vague, keep them in the guidelines
  - c. Officer rotation: not spelled out in bylaws, keep it in the guidelines
  - d. Action item: circulate updated versions of bylaws (and vote) and guidelines
  - e. Action item: let Board of Directors at CI know about the amendments
- 6. Update to USSCI bylaws
  - a. Discussion on what the USSCI reps should bring back ESSCI board
  - b. People feel that the way we've been doing works well – USSCI reps consult with ESSCI board
  - c. Action item: apply pressure on Tim to schedule the meeting
  - d. Fiscal year starts on July 1
  - e. Money from the National Meeting is not critical to the Vancouver meeting
- 7. USSCI Code of Conduct

- a. Very similar to our language
  - b. If people have comments, please send them to Paul and Perrine
  - c. Must be in place by July 1
  - d. Which code of conduct applies at each meeting? Make sure the language between the two is identical – differences are about who to report to
8. ESSCI Officer nominations
- a. Yiguang is stepping off as past chair – thank you for your service Yiguang
  - b. Perrine becomes past chair, Paul becomes chair, Michael M. becomes vice chair
  - c. Jackie O. becomes program chair
  - d. Richard W. becomes the secretary
9. Subith Vasu (local host of the current meeting) was able to join us at this point in the meeting – overview of meeting
- a. 111 registrations as of Thursday
  - b. Income: registration, UCF
  - c. Also student volunteers and administrative staff covered by UCF
  - d. Costs: banquet, food/coffee, reception
  - e. Question on whether we should comp one drink per person
  - f. NSF funding is only for student travel. Funding has not been contracted yet to UCF. Subith called John a few days ago and it's still “in process” at NSF. The NSF money might be able to go directly to ESSCI.
  - g. Subith hopes to have the answer tomorrow
10. ESSCI representatives to the USSCI board
- a. Yiguang (past chair), Peter (at large), and Jackie (at large) are rotating off
  - b. New nominees: Mike Burke and Xinyu Zhao – voted in!
11. Committee assignments and activities:
- a. Site selection committees: Sang Hee W., Paul P., Mac H.
  - b. Awards Committee: Mike B., Perrine P., Brandon R.
  - c. Website: Richard W.
  - d. Mentoring and new initiatives: Jackie O. and Chloe D.
12. AIP membership: deadline March 16
- a. Benefits: mentoring in policy communication, communication in general
  - b. Free membership to new affiliate class being offered
  - c. It's free, let's do it
13. Other business
- a. Yiguang – fellow nominations committee for the CI. Do they have to nominate the minimum number each year? It was put forth to introduce an associate fellow rank.
  - b. Yiguang – in 2024, Tim Lieuwen and Yiguang will rotate out from the CI Board of Directors. We need to make sure we've identified good people to be nominated to the Board.
  - c. Yiguang – Wenting, Isaac, and Yiguang created the combustion webinar series. We've had 62 lectures so far – all these videos are online. Slots are

filled through May. Looking for folks to take over Yiguang's spot as an organizer. Wenting – attendance is down because the world is opening back up and timezones are an issue, so there's some discussion about how to deal with this going forward.

- i. Does ESSCI want to take this over? Create a committee – we should mention this at the general meeting.
- d. Jackie S./Michael M. – voting was down and it may be because people are letting their membership lapse
- e. Peter S. is rotating out – many thanks to Peter for all his huge contributions to the board and to the section!

14. Meeting dismissed