

Minutes

Eastern States Section Combustion Institute

Business Meeting

Date: Monday, 21 March 2011

Time: 12:00 – 1:00 P.M.

Location: Theater

2207 GA Tech Student Center

Georgia Tech University, Atlanta, GA

7th US Combustion Meeting

Agenda – Final

1. Approval of the Minutes of the Maryland meeting
2. Treasurer's report (Harsha Chelliah)
3. Update on GA Tech meeting (Jerry Seitzman)
4. GA Tech meeting program (Dan Haworth)
5. Proposal of the ad hoc committee on future executive committee membership elections (Bill Roberts, Yiguang Ju and Stephen Pope)
6. Meeting plans for Fall 2011 ESS meeting at UConn (Mike Renfro)
7. Old business
8. New business
9. Adjournment

Meeting called to order at 12:10 PM, 21 March 2011 by B. Cetegen presiding as Chair of the ESSCI Executive Committee

Approval of the Prior Minutes – Minutes from Maryland Meeting, 19 October 2009, were approved

Treasurer's Report (Harsha Chelliah)

Summary Statement provided by Treasurer

After receiving share from the last US Comb. Mtg in Ann Arbor, MI and expenses from Beijing the section has over \$ 90,000 in its account

The question arose at the Executive Committee Meeting as to what to do with all of this money and that discussion prompted the formation of an ad-hoc committee to propose a plan to implement a best paper competition at our section meetings. The committee was charged with a first deadline of June 2011 so that the Committee could run a trial of the competition for the upcoming ESS Fall Technical Meeting.

Update on GA Tech Meeting (Jerry Seitzman)

The meeting seems to be going well.

Upon recommendation of the US Exec Committee, the meeting has been priced to break even. Therefore, the registration was not significantly increased and the banquet was folded into the cost (expanding the tradition of subsidizing the banquet in order to maximize attendance).

Attendance is presently 430 preregistered and 30 walk-ins; things look on track to meet the goal to break even.

GA Tech meeting program (Dan Haworth)

Final program contains 348 papers and 40 posters in 8 concurrent sessions; 3 plenary talks and 2 topical reviews

Proposal of the ad hoc committee on future executive committee membership elections (Bill Roberts, Yiguang Ju and Stephen Pope)

Wm Roberts presented the guidelines, attached below.

The Executive Committee suggested two modifications to the guidelines:

- 1: Change guideline 6 to recommend that the Treasurer serve a minimum of 2 terms with a max of 3 terms. Since handling money requires changing signature cards and other fiduciary issues 4 years is perhaps too short a time.
- 2: Change guideline 8 to read that the number of at-large members to be elected be set at the discretion of the Executive Committee

Floor Discussion of electronic elections:

The consensus of the attendees was to proceed with whatever it takes to change the by-laws to allow electronic elections from the slate of nominees developed by the nominating committee. S Pope agreed to use his existing committee to develop a proposal for the revision of the section by-laws to allow for such elections.

As it appeared that the electronic election would be approved once the revision to the by-laws were proposed, the issue arose as to what modifications to the guidelines would be necessary to insure continuity on the Executive Committee. As presently written the guidelines suggest two candidates be nominated for each seat on the committee and under this scheme all of the incumbents could be removed. The sense of the members was that perhaps the guidelines should be modified to require two candidates for seats opening up by attrition or normal cycling of at-large members and allow at-large members who are within the 3 term limit and who want to stay on the committee to run unopposed.

Meeting plans for Fall 2011 ESS meeting at UConn (Mike Renfro)

Meeting will be held 9-12 October 2011 in the same Sunday Evening until noon Wednesday format of recent meetings. The schedule is conducive to attendance as this is the Columbus Day weekend so some people (though not UCONN) will be off and it is just before the foliage peaks.

The basic plans are in place with a very good deal from the University Conference Services group for managing the meeting. The banquet will be Tuesday evening and will be hosted by Pratt-Whitney at their Engine Museum.

Details will be forthcoming on the ESSCI website.

Old Business: None

New Business: A question was asked as to the best mix of U. S. Combustion meetings and Sectional Meetings. Some felt that considering the success of the national meetings there needs to be a discussion as to the value of sectional meetings. Should they be eliminated in deference to yearly national meetings or at least rescheduled. There was mixed response to the question with some presenting the case that the smaller sectional meetings allowed for better interactions, especially for newer members of the community such as new graduate students, in a more relaxed, less hectic format. No proposals were generated; however, there appeared to be sufficiently different views that some forum for this discussion should be found.

Adjourn: The meeting was adjourned at 4:55 pm

Eastern States Section of the Combustion
Institute

**Guidelines for Nominations and
Elections**

(Drafted by the ad hoc committee on elections, composed of Steve Pope, Yiguang Ju and Bill Roberts, January 2011; presented to the Executive Committee, March 20, 2011; adopted ???)

These guidelines are intended to assist the Nominating Committee and the Officers in the nominations and election processes, which are governed by the Section's by-laws. In the event of a conflict between these guidelines and the by-laws, the by-laws take precedence. It is anticipated that, in the future, the by-laws will be revised to allow for electronic elections. Some of the guidelines refer to that eventuality.

1. The Nominating Committee should strive to recruit new talent for the at-large members of the Executive Committee.
2. The slate should provide a balance between academia, industry and government, and should be inclusive of underrepresented groups.
3. In general there should be no more than two members of the Executive Committee from the same institution.
4. The Nominating Committee should seek (via e-mail) nominations (including self-nominations) from all members of the section.
5. In order to ensure continuity of leadership, the usual practice is for the officers to serve two-year terms in succession in the following positions: Arrangements /Papers Chair; Program Chair; Vice-Chair/Chair Elect; Chair.
6. An officer usually serves a single term in a given office, and should not serve more than two terms in a given office.
7. In general, an at-large member of the Executive Committee should not be nominated for a fourth consecutive term as an at-large member.
8. The number of at-large members to be elected is at the discretion of the Nominating Committee.
9. So long as the by-laws require elections to take place at the regular members' business meeting, the Nominating Committee should propose a single candidate for each position.
10. In the event that the by-laws allow electronic voting, then initially the Nominating Committee should nominate a single candidate for each office, and two candidates for each at-large member position. The candidates will be asked to post a short statement on the election web site. After the first few electronic elections, the process should be re-evaluated and the possibility of nominating more than one candidate for each office should be considered.