

Minutes
Eastern States Section of the Combustion Institute
Executive Board Meeting
Date: 24 July 2022
Time: 3:00 PM PDT
Location: Vancouver Convention Centre, East Meeting Room 10, and Zoom

ESSCI Board Meeting – July 24, 2022

Agenda

1. Roll call, welcome of new members
2. Approval of Minutes from ESSCI Board Meeting at UCF (2022 Spring ESSCI Technical Meeting)
3. Treasurer’s Report
4. Update on 2022 Spring Technical Meeting at UCF
5. Site Selection Committee update (Sang Hee, Paul, Mac).
 UGA hosting bid presentation for 2024 Spring Technical Meeting (Brandon, UGA)
6. Updates on USSCI Board activities (Paul)
7. Awards Committee update (Perrine, Brandon, Mike)
8. Mentoring Activities Committee update (Jackie, Chloe)
9. Website and Media update (Richard)
10. Other Items

Minutes:

1. Roll Call

Member	Attendance	Current Status	Committee/ Participation
Perrine Pepiot	Zoom	Past Chair	Awards
Paul Papas	In Person	Chair	Site selection
Michael Mueller	In Person	Vice Chair	
Wenting Sun	(absent, travelling)	Treasurer	
Jackie O'Connor	In Person	Program Chair	Mentoring
Jackie (CJ) Sung	In Person	At-Large	
Steven Tuttle	(absent)	At-Large	
Richard West	In Person	Secretary	
Michael Burke	In Person	At-Large	Awards, Joins USSCI S2023
Sang Hee Won	(absent)	At-Large	Site Selection
Xinyu Zhao	(???)	At-Large	Joins USSCI S2023
Chloe Dedic	Zoom		Mentoring
Mac Hass	Zoom		Site selection
Sili Deng	(absent)		
Brandon Rotavera	Zoom		Awards

2. Approval of Minutes from ESSCI Board Meeting at UCF (2022 Spring ESSCI Technical Meeting)
 - a. Agreement to make public minutes imprecise in terms of bank balances.
 - b. Minutes then approved unanimously.
3. Treasurer's Report
 - a. Wenting (treasurer) is traveling, Michael M (previous treasurer) read though the slides.
 - b. Waiting for funds to arrive from Combustion Institute (CI)
 - c. UCF ESSCI meeting.
 - i. NSF funding went to UCF
 - ii. \$26k revenue, \$14k costs, \$13k profit
 - iii. waiting for transfer from CI
 - d. National meeting at TAMU
 - i. will get 1/3 of revenue (pending a vote tomorrow)
 - ii. amount not yet known, but pretty good,
 - iii. will update minutes once known
 - iv. *update: \$17,304.51 was distributed in September 2022 (total net proceeds were \$51,913.54)*
 - e. This symposium travel support
 - i. 14 applicants, 1 very late rejected
 - ii. 13 x \$700 = \$9,100
 - f. Investments
 - i. we lost 10% on the ~\$80k investment accounts but that's no worse than the SP500
 - g. Overall healthy finances
4. Update on 2022 Spring Technical Meeting at UCF
 - a. It went well
 - b. NSF funding went through UCF to students; we were not involved
5. Site Selection Committee update (Sang Hee, Paul, Mac).
 - a. Paul presented/presided. Sang Hee, Mac Haas are also on the committee.
 - b. UGA hosting bid presentation for 2024 Spring technical Meeting, presented by Brandon Rotavera.
 - i. UGA is an old campus with pretty gardens, in Athens, Georgia about 60-90 minutes from Hartsfield-Jackson Atlanta airport
 - ii. \$90 round trip shuttle to airport, but economical to rent a car if more than 1 person
 - iii. New \$120M research facilities have just been opened.
 - c. Hosts: college of engineering, department of chemistry, center for computational quantum chemistry, and US Forest Service for wild fires research
 - d. Dates: March 11-13, 2024. Spring break. Beautiful weather. 60-70F, Sunny.
 - e. Venue: UGA Conference Center and Hotel.
 - i. Outdoor common areas for receptions etc. Good common areas
 - ii. 200 rooms available on site
 - iii. Free shuttle to downtown hotels (10 min)
 - iv. Other hotels are quite close, \$120-\$300/night.
 - v. Hotels are clustered together, most nice ones <10m walk from campus.
 - f. Banquet:
 - i. State Botanical Gardens. 1.5 miles away
 - ii. \$1.6k for site, \$6.5k for 200 people
 - g. Host personnel, many faculty interested in helping, mostly department of chemistry, plus 30-40 graduate students
 - h. Costs
 - i. Venue \$19k, +6k for breakfasts (hotels may have these)

- ii. Banquet \$8k
 - iii. Student travel \$10k
 - iv. Internal support \$7k secured, \$15k from Provost's office
 - v. Total cost over and above UGA support, \$15k +6k breakfast
 - vi. Oak Ridge Association of Universities ORAU may provide \$4k
 - vii. Soliciting additional support from industry, possible NSF
 - i. Discussion
 - i. Bring in people from Oak Ridge? to help co-host, collaborate.
 - ii. On campus hotel rate? about \$160
 - iii. Will ask about discounts to the facility fee or room cost for using
 - iv. JO shared a warning that they had a financial issue with a venue where a room block was not filled "the right way" (by phoning the hotel).
 - v. Attendees: UCF had 120, Penn State 150. Usually have fewer in the south.
 - vi. If we had 100 people instead of 200 how would this change things?
 - vii. Registration fee? Plenty of time to decide.
 - viii. Get coaches or transport to the botanical gardens? Could try to commission the campus bus service (who may have excess capacity in spring break)
 - ix. Plenty of places to eat
 - x. All key elements are in place. Lots of time to work out the details.
 - xi. Did anyone hear of other potential bids? No. Site committee reached out to others.
 - j. Motion to move forward with this bid
 - i. Nominated by Paul, seconded by Richard
 - ii. Passed unanimously (Brandon recused)
 - k. Other site selection question: National Meeting for May 2025
 - i. No news. No leads
 - ii. Committee (Mac, Paul, Sang-Hee) will solicit and discuss
 - iii. Discussion
 - 1. Need easy to get to airport
 - 2. Size: plan for up to 500.
 - 3. Would be good to have more than one option
 - 4. Orlando. Central Florida
 - 5. Atlanta. Georgia Tech. 2011. was a good meeting, but been before.
 - 6. University of Virginia. (Harsha, Chloe)
 - 7. UConn. Bradley's not too far, but problem is accommodation. Perhaps UConn/Raytheon/Yale hosts, located in Hartford.
 - 8. Boston. (MIT, Northeastern, etc.)
 - 9. Providence. Brown. University Rhode Island
6. Updates on USSCI Board activities (Paul)
- a. Due to COVID impact on rotation/meeting hosting, changes to USSCI bylaws were adopted allowing continuation of officer rotation. Due to this, Paul Papas became vice-chair of the USSCI.
 - b. Fund distribution from 2021 USNCM still pending. Resolution expected tomorrow. It has been determined via legal consultation that a simple resolution can be adopted to enable distribution of funds from the 2021 USNCM in equal amounts to each section, due to the extenuating circumstances surrounding the on-going conditions of the COVID pandemic during that time.
 - c. They adopted a code of conduct (similar to ours).
7. 7. Awards Committee update (Perrine, Brandon, Mike)
- a. Best presentation awards from Orlando meeting
 - i. 45 nominations (40 on paper and 5 digital)
 - ii. Committee will meet soon to pick the awardees, then announce the result

- b. Glassman
 - i. Expect calls for nominations in Summer/Fall of 2023
- c. Announcing and soliciting (discussion)
 - i. Have previously done: website, meeting, Combustion Institute email, posted to Slack, LinkedIn
 - ii. Suggestions for other ways to solicit?
 - iii. Need to do more than just advertise, should pro-actively target
 - iv. Reach out to nominators early
 - v. Don't have the awards committee ask the nominators/nominees, but have the rest of the board
 - vi. Get folks from government involved
 - vii. To get industry in, need to consider more metrics than just publications
- 8. 8. Mentoring Activities Committee update (Jackie, Chloe)
 - a. UCF Meeting, mentoring mixer
 - i. Was a success
 - ii. Slightly chaotic, but everyone had fun
 - b. The next meeting is the National
 - i. Typically coordinate with other sections
 - ii. Will reach out to them
 - c. For next ESSCI meeting
 - i. same again
 - ii. has been working well
 - iii. make sure we have space for activity, for small group discussions
 - iv. outside in the field at UCF worked fine
 - d. Discussion
 - i. Could try to have more student-student peer mentoring activities after the meeting
 - ii. If reaching out to industry for sponsorship of UGA meeting, ask about mentoring advising, they will see it as recruiting
 - iii. Jackie O will get testimonial snippets from feedback surveys to help UGA promote this idea to industry sponsors (Jackie O action item)
- 9. 9. Website and Media update (Richard)
 - a. It's basically up to date, but not dynamic or interesting.
 - i. Has meeting information
 - ii. Awards
 - iii. Board
 - b. Discussion
 - i. Is there much to do/change besides this?
 - ii. Hosting the papers from past meetings?
 - iii. We don't have copyright to share the papers
 - iv. Could host the titles and authors
 - v. Could publish the programs, titles and authors, (Richard action)
 - vi. Check CI for permission to publish the program which they help put together. (Paul action)
- 10. 10. Other Items
 - a. CI Webinar
 - i. Yiguang and Wenting started a webinar, during COVID
 - ii. Saturday mornings (crazy time)
 - iii. Over 100 hour-long seminars are now archived on YouTube
 - iv. Yiguang and Wenting want to retire from this activity
 - v. Would anyone want to take over? They can change the time.

- vi. Do we think it's a good idea to continue it?
 - 1. Yes.
 - 2. Eastern States could do this as a service to the CI
 - 3. If we do, we should make a big deal about it
- vii. Who should do it?
 - 1. Have people rotate. only commit to one semester, 15 weeks
 - 2. It's a good thing to do if you're on the tenure track
 - 3. Have a line of people
- viii. Board could recruit the organizer
- ix. Everything is set up
 - x. See if Wenting could help be the board member who corrals the organizer
 - xi. Some money from the section for honorarium for the organizer?
 - xii. Possibly pay grad students etc. for close captioning, editing, admin?
- b. Summer School
 - i. Summer school videos are recorded
 - ii. Summer school went well. About 160-180. Typically ~200.
 - iii. It is valuable to our students.
 - iv. Princeton are well set up. Some personnel may change, but there is still continuity.
 - v. Highly leveraged with the CI board money. If there was a year without the CI money (if another US bid wins) then it would be unaffordable.
 - vi. How much would registration fee need to go up? If the CI money is \$100k, that's \$500 x 200 students. But if it cost \$500, you exclude a lot of people who can't afford.
 - vii. Suggestions / discussion
 - 1. Cantera workshop or classes or lessons.
 - 2. Could also do something like Tensorflow
 - 3. Industry would be interested too.
- c. Meeting decisions
 - i. Some conference venues you need to book 2 years in advance, so we should decide on the national meeting soon
 - ii. The site selection committee should work soon and the board meet to decide before our next in-person meeting
- d. Actions
 - i. Site selection committee need to get together.
 - ii. Awards committee also have tasks to do.
 - iii. Post programs from past meetings to website.

Meeting adjourned 16:35