Minutes of the USSCI Board meeting

Location: Zoom

Aug 29, 2025 - 1:00PM (EDT)

Board members present

- ESSCI:
  - Paul Papas
  - Michael Burke (Secretary)
  - Michael Mueller (Treasurer)
  - Jacqueline O'Connor
  - Sang Hee Won
- WSSCI:
  - Bret Windam
  - David Lignell (Chair)
  - John Hewson
  - Nicole Labbe
  - Kyle Neimeyer
- CSSCI:
  - Ramanan Sankaran
  - Waruna Kulatilaka (Vice Chair)
  - Babak Shotorband
  - Kalyan Srinivasan

Board members absent

- CSSCI:
  - David Rothamer

Invited guests present

  - None

1. Meeting started at 1:00 PM EDT. David Lignell presided over the meeting. We have a quorum.

2. Paul Papas presented the final numbers from the 2025 US National Combustion Meeting. There was $44 k in total sponsorships (not including the $17 k leftover NSF funds from the Milan meeting and also not including the $15 k in NSF funds for the Early Career Workshop that could not be used due to a June 2025 start date). Overall, there was $116,272 in profits, with $58,136.18 as ESSCI's share, $29,068.09 as CSSCI's share, and $29,068.09 as WSSCI's share. With $30 k of sponsorship and $958.72 for Fire Workshop Room Rental from WPI coming directly into ESSCI and $500 paid directly by ESSCI for banquet entertainment, the amount to be distributed to ESSCI is $58,136.18 - $30,458.72 = $27,677.46. Distributions to CSSCI and WSSCI are each $29,068.09.

In terms of lessons learned, Paul Papas shared that providing incentives to attendees (in terms of reduced registration) to stay at the conference hotel and having satellite workshops at the conference hotel that also counted toward the room block both aided in mitigating risk in meeting the room block

at the conference venue (and, in fact, the room block was completely fulfilled). There was also value in providing all information about various forms of travel support on the same website, though it would be helpful for it to be made clear in the future that students could apply for more than one source of support or for there to be a single form to be used to apply for all sources of travel support that a student is eligible to receive.

3. Bret Windom presented an update on planning for the 2027 US National Meeting in Boulder, CO with tentative dates of May 10-12, 2027 (the week after graduation for CU-Boulder), based on those dates having more consistent weather and generally being cheaper than March. The goal is to keep registration prices low to encourage travel to the meeting. With the meeting on campus, the bulk of the expenses are catering, which can be adjusted based on registration numbers and budgetary constraints. Even with low registration prices ($525/$350 for early member/student member) and with full catering (breakfast, lunch, welcome reception, banquet @$150/person, substantial afternoon snacks, mentoring mixer for 200 people) the meeting would run a loss of $20 k without any sponsorship, though there are informal indications of at least $20 k in sponsorship already, and would bring in a $20 k profit (even without any sponsorship) if breakfast and lunch were removed—providing flexibility in making adjustments as needed closer to the date. They are also seeking hotel room blocks with reduced rates but without penalties (e.g. by agreeing to release any unbooked rooms a month before the meeting).

4. Michael Mueller presented a summary on the PROCI special issue. The PROCI special issue finished with 36 papers (+ 1 paper from the US Early Career Awardee, Sili Deng), with half to two-thirds online already. Out of 188 USNCM papers indicating interest in PROCI, 57 were invited to submit PROCI papers, yielding a 20% acceptance rate among those interested and 65% acceptance rate among the invited papers. Future action items to discuss for USNCM 2027 include the process for guest editor selection, process for guest associate editor selection, paper format, timeline, and whether to continue themes.

5. The meeting adjourned at 2:38 PM EDT.