

Minutes of the 2nd USSCI board teleconference meeting

2-3pm (EST) Dec 11, 2017

Attendees: Yiguang Ju (Chair), Anthony Marchese, Kal Seshadri, Arnaud Trouvé
Absent: Charles Finney, Charles Baukal, Jerald Cole (Treasurer), Timothy Jacobs, Peter B. Sunderland
CI Staff: Diane Mrozowski, Barb Waronek
WSSCI representatives: Guillaume Blanquart and Paul Ronney

Meeting agenda

1. Approve the Minutes of 1st USSCI board teleconference meeting (sent by email)
2. New USSCI Secretary: Dr. Charles Baukal and the next Vice Chair
3. Confirmation of the new USSCI committee members: Award and Career development (attached)
4. USSCI new website: <https://www.ussci.org> and management Caltech ESSCI website link.
5. 2022 Atlanta International Symposium Application (Oak Ridge National Laboratory and
6. Budget of the 10th national meeting. (Arnaud) and 11th National combustion meeting update by WSSCI
7. Other business

The teleconference meeting was called to order at 2:00 PM, Dec.11, 2017 by Yiguang Ju presiding as the Chair of the USSCI Board. Yiguang Ju introduced meeting agenda and participants.

1. **The Minutes of the 1st USSCI board teleconference meeting:** Yiguang Ju called for the approval of the minutes of the 1st USSCI board teleconference meeting. The board accept it.
2. **New USSCI Secretary:** Dr. Charles Baukal volunteered to serve as the secretary for the USSCI board. The board confirmed it. The board still needs a vice chair from the WSSCI. Kal suggested to communicate with the chair of WSSCI. It is expected that WSSCI will select a vice chair in the Jan. of 2018.
3. **Confirmation of the new USSCI committee members:** USSCI has created two new committees: the Early Career and Diversity Development Committee chaired by Perrine Pepiot (ESSCI) and the Award Committee chaired by Anthony Marchese (WSSCI). All three sections have nominated or elected two members for each committee. Yiguang Ju called for the confirmation of the members in both committees. All members were confirmed by the board. Yiguang Ju will contact the committee members about the confirmation of the board. Yiguang Ju also recommended the award committee to come up with a plan for the awards and report the plan to the board at the next board meeting. Anthony Marchese agreed with the suggestion.
4. **USSCI new website:** Yiguang Ju reported the creation of the new USSCI website (www.ussci.org), which could help the communication between the board members, committee members, and USSCI members. The USSCI website has links to the websites of the three sections. It can also house the website for the ESSCI if needed.

ESSCI is looking for website relocation from U-Conn. Arnaud Trouvé suggested that the ESSCI will discuss their website issues and make a future decision. Guillaume Blanquart confirmed that the website for the 11th National Combustion Meeting will be created on the WSSCI website, and will have a link on the USSCI.

5. 2022 International Symposium bid: Georgia Tech and Oak Ridge National Laboratory submitted a proposal for 2022 Atlanta symposium bid to the ESSCI. MIT decided not to move forward with their own Boston proposal because of the high price of hotels. The ESSCI board has closed its votes and endorsed the Georgia Tech and Oak Ridge National Laboratory proposal. On Dec.10, Timothy Jacobs contacted Yiguang Ju that Texas A&M is also preparing a 2022 symposium proposal to the CI with the support from WSSCI. Due to the difficulty to ask for the letter of support with two competing bids within the same country, Yiguang Ju asked Barb to clarify whether the USSCI needs to do anything to evaluate the two proposals. Barb explained that the USSCI does not need to do anything. The CI site committee will evaluate the preproposals from the two sections and will recommend one of them to move forward. The deadline of the preproposal submission is Jan.15, 2018. Barb also confirmed that if there is a good proposal from the North America region, another proposal from a different region will not be presented to the CI board meeting.

6. Budget Summary of the 10th US National Combustion Meeting and the 11th National Combustion Meeting update by WSSCI: Arnaud Trouvé presented the finalized budget summary of the 10th US National Combustion Meeting held at Univ. Maryland by WSSCI. The meeting had 621 registrations. The budget surplus was about \$24K. The budget surplus will be transferred to ESSCI, CSSCI and WSSCI in 50%, 25% and 25% ratios, respectively, by the end of Jan. 2018. Although the meeting attracted a huge number of participants, the budget surplus did not increased as expected. The board agreed that the budget surplus of the national meeting is the major income for all three sections to support student travel. It is necessary to run a surplus between \$40-50K at the national meeting for a healthy budget.

Guillaume Blanquart and Paul Ronney presented the plan of the 11th US National Combustion Meeting at the teleconference. This meeting is planned to be held between March 24-27, 2019 at the Convention Center of Pasadena by WSSCI. The conference floor plan, meal plan, and locations of hotels, restaurants, and airports were presented. The budget was compared to those of 8th, 9th, and 10th national meetings. Different choices of the banquet sites were recommended. The banquet price varies between \$175 and \$75 per person depending on the location. The board recommended to make an effort to create about \$40-50K budget surplus and to allow students to attend the banquet. Also, Arnaud Trouvé suggested that the noon break time of 1 hour is too short if lunch is not provided. Guillaume Blanquart agreed to discuss more in the future and will share the conference planning PPTs to the board members after the teleconferences.

7. Other business: It is confirmed that the next board meeting will be held at the 37th Combustion Symposium.

8. Adjourn: The meeting was adjourned at 3:01 PM (EST).