

Minutes of the USSCI board meeting in Dublin

12:30-2 pm (UK) July 31, 2018

Attendees: Charles Baukal, Charles Finney, Timothy Jacobs, Yiguang Ju (Chair), Anthony Marchese, Kal Seshadri, Peter B. Sunderland, Arnaud Trouvé

Absent: Jerald Cole (Treasurer)

Diversity Committee: Perrine Pepiot

WSSCI Representative: Paul Ronney, Guillaume Blanquart

Meeting Agenda

1. Opening remarks and welcome (**Yiguang Ju**)

Anthony Marchese will serve as Vice Chair of US National Section until the 11th National meeting at Pasadena.

Review of USSCI Committees

2. Report of 11th US National meeting, March 24-27 2019 in Pasadena CA (**Guillaume Blanquart**)

Guillaume Blanquart made the presentation of the 11th US National meeting. Budgets handed out; Guillaume Blanquart asked for the down payment (~\$5000) for the national meeting contract. The board agreed to pay the down payment if Caltech cannot do it.

3. Planning of 12th US National Meeting (CSSCI) (**Charles Baukal**) Tim Lieuwen clarified that the 12th US National Meeting (CSSCI) to be held at Atlanta was a mistake. It will be held in another city within CSSCI.

4. Approval of minutes of Executive Board teleconference meeting at 2017-12-9. The minutes of the board teleconference meeting on 2017-12-9 was approved. *The minutes will be posted on <http://ussci.org> after approval.*

5. Outreach activity update (**Peter Sunderland**). Peter discussed the continuation of the outreach activity for *Government relations & Future plan*

6. Career Development Diversity and Inclusion report (**Perrine Pepiot and Jacqueline O'Connor**) Perrine reported the activity of Career Development Diversity and Inclusion committee. The committee will held workshop at the 11th National Combustion Meeting.

7. Award committee report (**Anthony Marchese**) Anthony presented the award committee discussion to create student awards and young investigator awards. The board recommended to create two students awards (best paper and best presentation) and the young investigator awards for researchers within 10 years of Ph.D. The awards will be announced to the winners at the USSCI website and presented to the winner at the national meeting. Anthony will discuss with the award committee to come up with a proposal for the next board meeting.

8. Treasurer report (**Jerald Cole**) Yiguang presented the treasurer report on behalf of Jerald Cole. The summary of the treasure report is listed below:

Net assets: from **\$80,990 (FY2017)** to **\$104,687 (FY2018)**

Balance: net increase of \$23,697 from 30 June 2017.

A reverse of a gradual loss of assets over the past decade, Able to provide additional programs and additional student support, Take larger risk for biennial National Meeting

Income:

- National meeting registration fees (\$96,633) were the greatest revenue in FY2018.
- The second largest revenue are section dues (\$30,860).
- Total income in FY2108: \$128,225.

Costs:

- Meeting: \$92,432.
- Miscellaneous bank and credit card charges, plus section meeting expenses totaling a little over \$12,000.

9. Ad hoc committee for bylaw change to expand the committee and expansion of committee members to 15 (**Yiguang Ju** and **Arnaud Trouvé**) Considering the increase of committees (e.g. award and early career comments, website) and the problem of the continuation due to rapid change of the board members, also to further increase the participation of members to the board, Yiguang proposed to increase the USSCI board member from 9 to 15. Each section will add 2 new members. The board approved this proposal and Yiguang asked Arnaud Trouvé to review and change the bylaws.

The Vice chair of the USSCI board was in vacancy for a long time. To avoid this discontinuity, the board recommended the section (via rotation) to elect its vice chair at the national meeting.

10. NSF students travel grant application for symposium and national meeting (**Yiguang Ju** and **Paul Ronney**) NSF has been supporting students to the national meeting and the international symposium. The NSF student travel fund proposal for the national meeting is submitted by the national meeting organizer. Paul Ronney has been helping to apply NSF student travel fund to the international symposium. The board acknowledged the contribution of Paul Ronney and also recommended to the need of a coordinator from the USSCI board to work with Paul Ronney on the NSF proposal. Yiguang suggested the treasurer, Jerald Cole, to be the coordinator of the USSCI board. Moreover, the board recommended the coordinator to keep the documents of NSF proposals.
11. Princeton Summer School (Yiguang Ju) Yiguang summarized the feedbacks from ESSCI and WSSCI of the Princeton Summer School. Both sections highly recognized that Princeton summer school provided valuable learning experience to students and nursed many young researchers. At the same time, both sections commented that Princeton Summer School needs to improve the diversity and inclusion of young researchers as the summer school lecturers. Yiguang suggested to the USSCI to recommend distinguished young and diversity lecturers for Princeton Summer School to consider.
12. 2022 International Symposium on Combustion (**Timothy Jacobs**)
 - a. ESSCI has officially endorsed the Atlanta bid to host the 2022 International Symposium made by Georgia Tech and Oak Ridge National Laboratory (Wenting

Sun as Chair of the Local Host Committee; bid endorsed by both ESSCI and CSSCI)

- b. CSSCI has endorsed the second bid out of CSSCI, namely the "Austin bid" being co-hosted by Texas A&M and University of Texas.

13. Possible violation of our copyright by Curran Associates www.proceedings.com selling some of the proceedings from Eastern, Central, and Western States Section Meetings (**Chuck Baukal**)

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14. USSCI website: www.ussci.org: Yiguang introduced the New USSCI web site. The annual website domain fee is \$120. All awards and board minutes as well as events will be announced at this new website.

15. Board member election and other information from CI (**Barb & David**)

16. Other business items?
17. Schedule our next meeting. We will schedule another USSCI board teleconference in Dec. to review the proposal from award committee and the preparation of the national meeting.

Minutes of 2017.12.9 Board meeting

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 increase 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).