

European Research Community On Flow, Turbulence and Combustion

EXECUTIVE COMMITTEE MEETING

5th May 2009, Budapest, Hungary

ATTENDANCE

Bodnar, T. *
Borhani, N.
da Silva, C. *
Geurts, B.J.
Hirsch, C.
Hutton, T.
Jakirlic, S.
Lea, C.

Leschziner, M.
Redondo, J. *
Rodi, W. *
Seoud, R.
Tomboulides, A. *

* non EC members

APPOLOGIES

Oliemans, R.

SUMMARY OF ITEMS ARISING FROM THE MEETING

- *The Executive Committee voted to pay a Bristol based IT specialist to run the QNET-CFD wiki. He will be paid at an hourly rate of 23 Euros from a 10k Euro total budget. His services will be reviewed after one year.*
- *An item will be added to the next Management Board meeting to discuss the composition of the SPC, IPC and MB committees; as well as the necessary changes to the ERCOFTAC by-laws that it would require.*
- *The EC voted to approve the creation of a new ERCOFTAC website with Duo Design, minus the automatic newsletter option. Prof. Hutton will write to Duo Design to officially accept the offer.*

MINUTES

The meeting was opened by the ERCOFTAC Chairman, Prof. Hutton, at 13:30.

1. Approval of the agenda

The agenda was approved.

2. Approval of minutes from the MB and GA meetings held in Brussels on the 20.11.2008

The minutes were approved.

3. Action items from the MB and GA meetings held in Brussels on the 20.11.2008

These will be addressed below.

4. The evolution of ERCOFTAC and its future operation

i. Creation of a North American PC in collaboration with Boeing

Prof. Hutton reported that discussions were underway with Boeing to germinate a North American PC. Furthermore, he added that the SPC had earlier approved continuation of these negotiations, which could lead to an official application to ERCOFTAC to create such a PC.

ii. Report from the Horizon 10 group

Prof. Jakirlic gave a short presentation on the activities of the Horizon 10 group that held its first meeting in Darmstadt on the 26th January 2009. One outcome of this meeting was the formulation of a questionnaire that will be circulated through out the ERCOFTAC community in the coming weeks. This is aimed at determining the reasons behind the present lack of motivation within the community regarding ERCOFTAC activities, and ways in which the value of ERCOFTAC's service to its members can be improved in the future. The results will then be used to suggest possible future development strategies for ERCOFTAC over the next 10 years. The responses to this questionnaire, as well as information collected from personal interviews, will be collated in June and discussed at a Horizon 10 meeting to be held in Darmstadt during July. They will then be presented at the Management Board meeting to be held in Lausanne on the 2nd October 2009. Prof. Hirsch said that the number of questions on the form should be limited thus encouraging greater participation. Prof. Hutton suggested that possible future candidates for the role of ERCOFTAC Chairman should be interviewed in person to assess ways in which they can be encouraged to accept the position.

iii. Discussions regarding the next ERCOFTAC Chairman

Prof. Hutton said that the next ERCOFTAC Chairman should be an academic. Prof. Leschziner added that ERCOFTAC presently lacked kudos in the academic community since not enough senior academics were seen to be involved in a leading capacity. He added that the problem was finding a committed senior individual who was prepared to lead the organisation forward. Furthermore, he said that the next ERCOFTAC Chairman should be chosen from outside of the present ERCOFTAC organisation, thus showing the community that the organisation was evolving.

5. Financial report

Prof. Hirsch reported that in 2008 there was an income of around 170k Euros, expenses of 290k Euros, and total current assets of 420k Euros of which 385k Euros is cash. Expenses included: a 30k Euros loss from the 2008 Autumn Festival, the 35k Euros salary of the IEO, and a 10k fund for Prof. Rodi to create and edit the QNET-CFD Wiki. Prof. Hutton suggested that future financial reports should include a sheet stating cost items related to the investment budget. This would indicate how much of the total expenditure goes towards either investment

or operation, thus simplify review procedures relating to their effectiveness. Prof. Leschziner noted that only a fraction of the budget allocated for SIG funding had actually been claimed.

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6. Report from the Administration and Development Office

Concerning ETMM7, Prof. Leschziner reported that he believed Renault had now paid the 2000 Euros sum.

7. Report from the Coordination Centre

Nothing to report.

8. Report from the Scientific Programme Committee

i. SIG funding requests

Based on the recommendation of the SPC, the EC voted to fund the following SIGs for up to 3000 Euros for 2010:

SIG 12 *Dispersed turbulent two-phase flows*
SIG 15 *Turbulence modelling*
SIG 33 *Transition mechanisms prediction and control*
SIG 40 *Smoothed particle hydrodynamics*
SIG 43 *Fibre suspension flows*

Requests for reimbursements by these funded SIGs should be made to the ERCOFTAC ADO in Brussels. For invoiced items, the ADO should be provided with receipts, a short justification, and bank details. All reimbursement requests will be audited by the ADO before payment. Prof. Leschziner reported that he expects two or three more requests for 2010 SIG funding to be submitted for review in Lausanne.

ii. Workshop and summer school funding requests

Based on the recommendation of the SPC, the EC approved the following actions regarding sponsorship of future events:

W2009-11 '*DLES8*', Eindhoven, The Netherlands, 7-9.7.2010.

Application for use of the ERCOFTAC logo was approved.

A scholarship of 2000 Euros was awarded.

W2009-12 '*Unsteady and coupled phenomena in aeronautical applications*', Toulouse, France, 9.2010.

Application for use of the ERCOFTAC logo was rejected. However, the organisers are invited to: (i) submit a more detailed application for future consideration, and (ii) to become members of ERCOFTAC.

W2009-13 '*Synthetic turbulence and vortex flows*', Warsaw, Poland, 1-3.7.2009.

Application for use of the ERCOFTAC logo was approved.

A scholarship of 2000 Euros was awarded.

W2009-14 '*14th Workshop on turbulence modelling*', Rome, Italy, 18.9.2009.

Application for use of the ERCOFTAC logo was approved.

A scholarship of 2000 Euros was awarded.

W2009-15 '*Global flow instability and control*', Crete, Greece, 28-30.9.2009.

Application for use of the ERCOFTAC logo was approved.

A scholarship of 2000 Euros was awarded.

iii. The DaVinci 2009 Award

Prof. Leschziner reported that material will be distributed shortly to the PC Coordinators to ask for nominations for the award. He added that more volunteers had been found to sit on the evaluation jury.

iv. Status of ETMM8

Prof. Leschziner reported that the organisation of ETMM8 was progressing. He added that he will make a second call for papers once the ETMM8 website was active in June.

9. Report from the Industrial Programme Committee

Dr. Lea urged ERCOFTAC SIG and PC Coordinators to provide input and ideas for developing industrially orientated events, with the aim of increasing the number of industrial ERCOFTAC members. He added that Dr. Seoud will proactively contact the coordinators for their participation in the near future, in order to draw up a programme of events for 2010.

Dr. Seoud then gave a short presentation of his activities. This included details of upcoming seminars on: 'Technology Awareness - Microfluidics and Microheat' and 'Best Practice Guidance - CFD of dispersed multi-phase flows'.

10. Composition of the SPC, IPC and MB

Dr. Borhani noted that many members of the present SPC, IPC and MB had generally passed their two year time limit, without informing the Coordination Centre of renewals. Furthermore, it was unclear who was actually on these committees. He added that some SIG Coordinators had also enquired if they were eligible to sit on the SPC.

** An item will be added to the next Management Board meeting to discuss the composition of the SPC, IPC and MB committees; as well as the necessary changes to the ERCOFTAC by-laws that it would require.*

11. Status of ERCOFTAC products and services

i. ERCOFTAC Website

Dr. Lea reported that after general dissatisfaction with the present state and capabilities of the ERCOFTAC website, a web design company, 'Duo Design', had been approached for a quotation for designing a new website featuring: a content management system allowing different levels of editing privileges, an e-commerce system allowing online purchases of ERCOFTAC products with credit cards, and website statistics. The company responded with a quotation of 10k Euros to design and initiate a new site, and then migrate the contents of the present site to it. Once this has been carried out, they will charge a fee of 50 Euros per month, plus e-commerce transaction costs, to maintain the site. Prof. Hirsch noted that any site would need proactive management to ensure the quality of the submissions. Prof. Hutton suggested that Dr. Lea should be responsible for coordinating with Duo Design during the set up phase of the new website. He added that Dr. Seoud should manage the website during its initial operation phase. Dr. Borhani added that the management ERCOFTAC website was not the responsibility of the Coordination Centre.

** The EC voted to approve the creation of a new ERCOFTAC website with Duo Design, minus the automatic newsletter option. Prof. Hutton will write to Duo Design to officially accept the offer.*

ii. ERCOFTAC Best Practice Guidelines

Prof. Hutton reported that the creation of the second edition of the 'BPG on Industrial CFD' was ongoing, with editors already identified for each chapter. He added that Dr. Lea was now responsible for this project. Prof. Hirsch suggested that the form of the next BPG should be somehow linked to the contents of the QNET-CFD database.

13. Dates and location of the next EC meeting

The next EC meeting and ERCOFTAC Spring Festival will be held at TU Delft in May 2010. The exact dates are to be decided.

Navid Borhani
Lausanne, 9.2009