

European Research Community On Flow, Turbulence and Combustion

MANAGING BOARD MEETING

2nd October 2009, Lausanne, Switzerland

ATTENDANCE

Borhani, N.
Braza, M.
Cambon, C.
da Silva, C.
Geurts, B.J.
Gromke, C.
Hämäläinen, J.
Hirsch, C.
Hutton, T.
Jakirlic, S.
Lea, C.
Leschziner, M.
Nowakowski, A.

Oliemans, R.
Ooms, G.
Quack, M.
Redondo, J.
Reichl, C.
Rodi, W.
Seoud, R.
Sommerfeld, M.
Tardu, S.
Tomboulides, A.
Van Steenhoven, A.
Vlachos, N.
Von Terzi, D.

APPOLOGIES

Castilla, R.
Gauger, N.
Geuzaine, P.
Hanifi, A.
Hunt, J.

Koumoutsakos, P.
Thome, J.
Violeau, D.
Von Rohr, P.
Wallin, S.

SUMMARY OF ITEMS ARISING FROM THE MEETING

- *The Managing board voted that non-European organisations could join ERCOFTAC directly rather than through a national Pilot Centre.*
- *The rights of such non-European members to sit on the Managing Board will be reviewed by the Executive Committee and presented at the Spring ERCOFTAC meeting in Delft.*
- *The ERCOFTAC by-laws need to be modified to allow non-European members.*
- *The Managing Board approved the hiring of Ms. Hutton, on a one week per month basis at a rate of 500 Euros per month, to assist Dr. Seoud in the marketing and research of events and to support the QNET-CFD Knowledge Base.*
- *Dr. Borhani will write to all of the Pilot Centre Coordinators asking for one research and one industrial representative for the year 2011. These will then be approved by the Managing Board and General Assembly at the Autumn ERCOFTAC committee meetings in 2010.*
- *The SPC will comprise the research and industrial representatives of each Pilot Centre, and the SIG Coordinators.*
- *The nature of the IPC will be considered by the Executive Committee and discussed during the Spring ERCOFTAC meeting in Delft.*
- *The Managing Board voted to appoint Dr. Lea as the ERCOFTAC Webmaster at a rate of 4000 Euros per year.*
- *The Managing Board voted to appoint Prof. Rodi to the new position of Knowledge Base Editor on the Executive Committee.*
- *The Managing Board voted that the table of contents of all issues and the editorials of themed issues be made freely available on the ERCOFTAC website to all. However, the full Bulletin will only be made available online to members.*

MINUTES

The meeting was opened by the ERCOFTAC Chairman, Prof. Hutton, at 14:00.

1. Approval of the agenda

The agenda was approved.

2. Approval of minutes from the Executive Committee meetings held in Budapest on the 5.5.2009

The minutes were approved.

3. Action items from the Committee meetings held in Budapest on the 5.5.2009

These will be addressed below.

4. The evolution of ERCOFTAC and its future operation

i. Membership by non-European Organisations

Prof. Hutton stated that ERCOFTAC now invites organisations outside of Europe to become members. He reported that Boeing had become the first non-European member of ERCOFTAC, having subscribed to a multi-site membership. Prof. Hutton also urged members to contact their non-European colleagues to promote more members. He added that the Executive Committee suggests such organisations may join directly rather than going through a Pilot Centre. They may then germinate their own national Pilot Centres at a later date if they wished.

** The Managing board voted that non-European organisations could join ERCOFTAC directly rather than through a national Pilot Centre.*

** The rights of such non-European members to sit on the Managing Board will be reviewed by the Executive Committee and presented at the Spring ERCOFTAC meeting in Delft.*

** The ERCOFTAC by-laws need to be modified to allow non-European members.*

ii. EC-AERO and its implications for ERCOFTAC

Prof. Hirsch gave a summary of ERCOFTAC's involvement in the European Commissions' EC-AERO proposal to coordinate the dissemination of scientific information in the field of aeronautics. The aim of this proposal is to minimise the overlap between such courses and activities. Partners in the EC-AERO proposal include: ECCOMASS, ERCOFTAC, CEAS, EUCASS, EUROMECH and EUROTURBO. Of the present 750k Euros EC-AERO budget, around 80k Euros has been assigned to ERCOFTAC for manpower costs and the support of ERCOFTAC activities. EC-AERO is currently promoting joint activities by these organisations to show if they can work together, these activities include: joint ERCOFTAC-EUROMECH summer schools, and joint ERCOFTAC-CEAS industrial days. He reported that there was a kick-off meeting held in Barcelona on the 28th September 2009 which Dr. Seoud attended. Dr. Seoud then reported a number of proposals resulting from this meeting: i) the creation of an EC-AERO website to advertise the activities of all of the consortium members, ii) a common registration form and payment system for all of the activities related to the consortium members, iii) the harmonisation of activities such as summer schools and conferences, iv) collaboration in the creation of future Best Practice Guidelines on a number of subjects, and v) the creation of databases for the validation of numeric codes. Furthermore, as part of these proposals, Dr. Seoud will be submitting a report in 11 months time to EC-AERO on how the consortium members are presently advertising and disseminating information from their events. After discussions, the Managing Board urged that care should be taken in not undermining the present operations of ERCOFTAC through this consortium.

5. Election of new Managing Board members

The Managing Board unanimously elected the following:

- Prof. Hirsch as the ERCOFTAC 2nd Deputy Chairman.
- Prof. Geurts as the ERCOFTAC SPC Chairman: approved unanimously.
- Prof. Leschziner as the ERCOFTAC SPC Deputy Chairman for one more year, until another candidate can be identified for the position with the intention that they should step up to SPC Chairmanship at a future date.

5. Financial report

Prof. Hirsch reported that to date in 2009 there was an income of around 113k Euros from membership fees, 6k Euros from BPGs, and 9k Euros from ETMM8. Total expenses to date are around 90k Euros, this includes a cost of 8k Euros for the upgrade of the website. He added ERCOFTAC has total current assets of around 410k Euros of which 370k Euros is cash and 40k Euros is accounts receivable.

6. Report from the Administration and Development Office

Prof. Hirsch reported that the ADO was keeping track of the late payment of membership fees.

7. Report from the Coordination Centre

Dr. Borhani reported that the Coordination Centre was not seeking an increase in funding for 2010.

8. Report from the Scientific Programme Committee

i. SIG funding requests

Based on the recommendation of the SPC, the Managing Board voted to fund a further four SIGs for up to 3000 Euros during 2010. These SIGs were:

- SIG 20 *Drag reduction and flow control*
- SIG 28 *Reactive flows*
- SIG 35 *Multipoint turbulence structure and modelling*
- SIG 42 *Synthetic models in turbulence*

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.

ii. Workshop and summer school funding requests

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

- W2009-11** '*Research in turbulence and transition*', Lisbon, Portugal, 16.10.2009.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 2000 Euros was awarded.
- W2009-12** '*Turbulent flows – Velocity gradients and increments*', Ecully, France, 4-5.12.2009.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 2000 Euros was awarded.
- W2010-01** '*Workshop on fibre suspension flows*', Stockholm, Sweden, 9-10.2.2010.
Application for use of the ERCOFTAC logo was approved.
- W2010-02** '*MUSAF colloquium*', Toulouse, France, 27-29.9.2010.
Application for use of the ERCOFTAC logo was approved.
- W2010-03** '*European drag reduction and flow control meeting*', Kiev, Ukraine, 6-9.9.2010.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 2000 Euros was awarded.
- W2010-04** '*Advances and applications of GiD*', Ibiza, Spain, 25-27.5.2010.
Application for use of the ERCOFTAC logo was rejected.
Application for funding was rejected.
- W2010-05** '*Two-phase flow predictions*', Halle, Germany, 22-26.3.2010.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 2000 Euros was awarded.
- W2010-06** '*Dynamics of non-spherical particles in fluid turbulence*', Trondheim, Norway, 29.9.2010.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 2000 Euros was awarded.
- S2010-01** '*PIV course*', Gottingen, Germany, 22-26.3.2010.
Application for use of the ERCOFTAC logo was approved.
Application for funding was rejected.
- S2010-02** '*Non-normality and non-linearity in thermo-acoustics*', Munich, Germany, 17-21.5.2010.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 3000 Euros was awarded.
- S2010-03** '*Turbulence and mixing in compressible flows*', Oléron Island, France, 13-18.9.2010.
Application for use of the ERCOFTAC logo was approved.
A scholarship of 3000 Euros was awarded.

S2010-04 *'New challenges in turbulence research'*, Les Houches, France, 21-26.2.2010.

Application for use of the ERCOFTAC logo was approved.

A scholarship of 3000 Euros was awarded.

iii. Status of SIGs

The SPC voted to close SIG 101 *Quality and trust in industrial CFD*. Managing Board members urged greater effort in reactivating SIG 39 *Aeroacoustic* and SIG 34 *Design optimisation*.

9. Report from the Industrial Programme Committee

Dr. Lea reported on the implementation of ERCOFTAC's business plan by Dr. Seoud. Three events have been scheduled for 2009, namely: a one day seminar based on the new dispersed multiphase flow BPG, a one day event on the subject of 'New technologies in micro-heat transfer', and a two day course on 'Hybrid RANS and LES methods'. At least five events are planned for 2010, including repeats of events held in 2009. In order to promote ERCOFTAC internationally, a 'Hybrid RANS and LES methods' course could be held in the USA. Other planned events for 2010 include: a 2 day course on 'Best practice in industrial CFD', a two day event on 'Flow control', and a two day course on 'Error analysis and uncertainty in CFD'. Dr. Lea then suggested that new industrial and academic members of ERCOFTAC should be allowed to offset registration fees for such events against their first year membership fees. Prof. Hutton then suggested that the profile of ERCOFTAC can be further enhanced by organising a series of bi-annual web based ERCOFTAC lectures by senior members of the community.

Dr. Lea proposed to the Managing Board that additional marketing and research manpower was required to ensure the success of events organised by Dr. Seoud.

** The Managing Board approved the hiring of Ms. Hutton, on a one week per month basis at a rate of 500 Euros per month, to assist Dr. Seoud in the marketing and research of events and to support the QNET-CFD Knowledge Base.*

11. Composition of the SPC, IPC and MB

Dr. Borhani indicated that the membership of the SPC, IPC and MB needs to be clarified. The Management Board agreed that:

** Dr. Borhani will write to all of the Pilot Centre Coordinators asking for one research and one industrial representative for the year 2011. These will then be approved by the Managing Board and General Assembly at the Autumn ERCOFTAC committee meeting in 2010.*

** The SPC will comprise the research and industrial representatives of each Pilot Centre, and the SIG Coordinators.*

** The nature of the IPC will be considered by the Executive Committee and discussed during the Spring ERCOFTAC meeting in Delft.*

12. Status of ERCOFTAC products and services

i. ERCOFTAC Website

Dr. Lea gave a presentation of the new ERCOFTAC website which is currently under beta testing. He reported that it should be online by the end of the year. The Managing Board suggested that only ERCOFTAC members should have access to the SIG discussion forums on the website. Dr. Lea then indicated the need for a webmaster to manage the layout and content of the new website.

** The Managing Board voted to appoint Dr. Lea as the ERCOFTAC Webmaster at a rate of 4000 Euros per year.*

ii. QNET-CFD Knowledge Base

Prof. Hutton indicated the importance of the newly refurbished QNET-CFD Knowledge Base to the future of ERCOFTAC. He commented on the need for a new position on the Executive Committee charged with overseeing this project.

** The Managing Board voted to appoint Prof. Rodi to the new position of Knowledge Base Editor on the Executive Committee.*

iii. ERCOFTAC Bulletin

Dr. Borhani commented on the need to reduce the operation and the postage costs of the Coordination Centre. He reported that, after discussions with the Executive Committee, it had been decided that in the future only a single printed copy of the ERCOFTAC Bulletin will be posted to member organisation, with extra printed copies being available at an additional cost. However, free electronic copies will be made available for download from the ERCOFTAC Website by member organisations. Non-members will be able to buy printed copies of the Bulletin. The Managing Board then discussed if the Bulletin should be made available freely online to both members and non-members.

** The Managing Board voted that the table of contents of all issues and the editorials of themed issues be made freely available on the ERCOFTAC website to all. However, the full Bulletin will only be made available online to members.*

iv. ETMM8

Prof. Leschziner reported that abstracts were still being received for ETMM8 even after the deadline. He said that the abstracts will be reviewed in January 2010. He also added that around twenty organisations had been approached for sponsorship, including the French Air force who had agreed to pay for the printing of the conference proceedings.

v. ERCOFTAC Best Practice Guidelines

Prof. Hutton reported that he had taken over the creation of the second edition of the 'BPG on Industrial CFD'. Dr. Lea then said that around sixty copies of the new 'Dispersed multi-phase flows BPG' had been sold to date. He added that, in order to promote new membership, copies of both current ERCOFTAC BPGs will be made available free of charge to new ERCOFTAC members. Dr. Lea also indicated that Prof. Tomboulides was interested in creating a BPG on combustion.

13. Any other business

The Managing Board expressed its thanks to Prof. Leschziner in appreciation of his efforts as SPC Chairman during the last four years.

14. Dates and location of the next EC meeting

The next ERCOFTAC Spring Festival and Committee Meetings will be held at TU Delft on the 17-18th May 2010. The next ERCOFTAC Autumn Festival and Committee Meetings will be held in Lisbon on the 11-12th October 2010.

Navid Borhani
Lausanne, 2009.

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GENERAL ASSEMBLY MEETING

2nd October 2009, Lausanne, Switzerland

The meeting was opened by the ERCOFTAC Chairman, Prof. Hutton, at 16:30.

1. Election of ERCOFTAC Officers and Management Board members

The General Assembly voted anonymously to appoint:

- Prof. Hirsch as the ERCOFTAC 2nd Deputy Chairman: approved unanimously.
- Prof. Geurts as the ERCOFTAC SPC Chairman: approved unanimously.
- Prof. Leschziner as the ERCOFTAC SPC Deputy Chairman: approved unanimously.

2. Approval of the 2008 accounts

The 2008 accounts were approved unanimously.

3. Approval of the 2009-10 budget

The 2009-10 budget was approved unanimously.

Prof, Hutton closed the assembly at 16:40, and thanked those attending.

Navid Borhani,
Lausanne, 2009.