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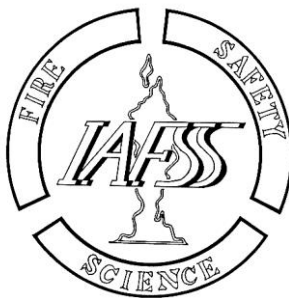
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MINUTES (final) IAFSS Executive Committee Meeting

Venue: Teleconference, 1 hr

Date: 3rd March, 2015

Tues 3 March 22.00 GMT

In attendance:

Patrick van Hees, Margaret McNamee, Bodzio Dlugogorski, Ed Galea, Arnaud Trouve, Carole Franks, Charley Fleischmann, Christopher Wieczorek, Ai Sekizawa. **Apologies:** Bart Merci.

Attachment

1. Closing 11th IAFSS in NZ

BACKGROUND: The final invoices are in for the IAFSS conference in NZ and the books can be closed. Charley will give a report.

The final accounts were approved and Charley and his team were congratulated for their efforts. The Symposium generated a surplus in excess of 80,000 USD.

DECISION: Carole will send bank transfer details to Charley to allow transfer of the profit to the IAFSS accounts.

Annex 1
Accounts 11th
IAFSS

2. Proceedings

BACKGROUND: Decision needed concerning whether they will be released by Procedia Engineering.

The cost to include 100 papers in this open access format would be \$6000. The classification is as a proceedings paper. This will increase the visibility of the papers but they will not be considered as full journal publications. This might mean that the submissions to the IAFSS are not the best work as produced by the authors as this is saved for full journal publications. However there is presently a clear

Annex 2
Email from
Charley

IAFSS Committee: • Prof L Bisby, UK • Prof W K Chow, Hong Kong, China • Dr R Fahy, USA • Dr J Floyd, USA • Prof E Galea, UK • Prof M Gollner, USA • Prof G Hadjisophocleous, Canada • Dr. Anthony Hamins, USA • Dr. T Hakkarainen, Finland • Dr Y He, Australia • Dr B Karlsson, Iceland • Prof B Meacham, USA • Dr G Rein, UK • Prof J Sun, China • Prof T Tanaka, Japan • Prof J Torero, Australia • Co-opted: Prof A Coppalle, France

benefit for this option.

Discussion of the amount of work involved in reformatting and whether this would constrain the ability of the IAFSS to keep a copy of the articles in their electronic receptacle was made.

It was agreed that as the IAFSS no longer publishes a paper version of the proceedings then it is useful to avail ourselves of this option.

DECISION 1: Proceed with requiring copyright transfer from authors. At the same time ask that they reformat the papers for inclusion in Procedia. Apologise for the inconvenience and explain the benefit. Patrick and Margaret will draft a letter to the authors.

DECISION 2: Patrick and Charley have a telecon with Elsevier to confirm what changes will need to be made.

NOTE 1: For future conferences it would be best to use the Procedia format as the new IAFSS format if the experience with Procedia is positive.

NOTE 2: It is important that the IAFSS retains the copyright of these papers.

DECISION POST MEETING: After the meeting the decision to proceed with Porcedia and revert to publication of the proceedings by IAFSS. Copyright transfer letters have been signed by most authors to transfer copyright to IAFS, but a small number of authors have not done so. An email decision was taken to exclude those authors who could not sign the copyright transfer for whatever reason. Next conference this copyright transfer will be signed prior to the conference.

3. **Support for AOSFST and European IAFSS**

BACKGROUND: Decision concerning what type of support, paper reviews, travel grants, prize?

Patrick will contact European IAFSS concerning the need for English support. AOSFST has already indicated need for English support. This was mentioned in the Newsletter and a couple of volunteers have come forward.

Concerning Travel awards etc., Chris has produced a list of awards that have been given previously. Most of the awards were at the IAFSS conferences. Only one conference has been sponsored (financially) since 2008.

Discussion of guidance document. It was agreed that it is a good idea to have a document like this. Some suggestions for changes were made concerning improvements.

DECISION: Send comments to the present version of the document to Margaret and Patrick within one month (before 1st April).

4. **Membership drive**

BACKGROUND: Professor Coppalle will be enlisted to help with a

Annex 3 List of previous prizes

Annex 6
Guidelines
IAFSS support

Annex 8:
Membership

membership drive.

stats.

Patrick has not been successful in contacting Professor Coppalle. He will continue his efforts and give a report on this next meeting.

It is important that we push IAFSS membership whenever possible.

DECISION: Carole will provide membership stats.

DECISION: Patrick and Margaret will update the IAFSS brochure.

5. **Report 12th IAFSS (2017)**

Annex 4 Report

The report was discussed in general terms. A central location in the centre of Lund has been pre-booked. There are numerous fully equipped conference rooms available. We will need to decide how many parallel sessions we need. There were three parallel sessions in Christchurch and it was agreed that this is a suitable level. (The acceptance rate was about 40-45%.) Final decisions can be made at a later date.

Proposal for dates 11-16/6 2017.

DECISION: Agreed on the suggested dates.

6. **Miscellaneous (including next meeting)**

Annex 5 Two
year cycle
survey

Discussion of suggested format for survey.

Add question: would you send more or fewer people if the conference were to move to a two year cycle?

Annex 7 Draft
ISI letter

Add the Human behaviour conference as an example of a conference on a three year cycle.

The organisation of the conference is very onerous. Even if we have a lot of support for a two year cycle then it may not be feasible to organise the conference more often. Further the aspect of impact on regional activities may mean that this is not a desirable path.

There is a risk that the quality could be reduced if the cycle is changed from three to two years.

The questions are loaded. Change the questions to more neutral.

The document needs to be rephrased as it sounds like the vote will be binding whereas in fact we are canvassing opinion for further deliberation. This needs to be noted.

NOTE: The survey should be sent to the entire membership.

DECISION: Send comments to Margaret and Patrick (if not captured above) within the next four weeks (1st April).

Discussion of ISI letter.

DECISION: Send comments to Patrick within the next four weeks (1st April).

DECISION: Create a template and ask that members send their own

letters.

NEXT meeting early June.

DECISION: We will investigate the possibility to organise meetings in conjunction with one the pending conferences in Europe and Japan.