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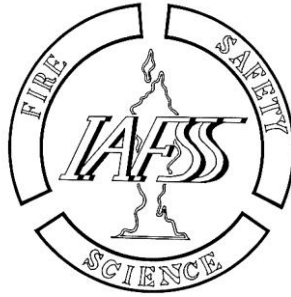
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Minutes of the IAFSS Committee Meeting (Draft)

Yongchun Lounge, AGNC Hotel, Hefei

19 October 2012

(taken by Margaret S. McNamee)

Persons Present:

Bogdan Dlugogorski (BD, Chair), Australia
Margaret S. McNamee (MSM, Secretary), Sweden (joined by teleconference)
Arnaud Trouvé (AT), USA
Jinhua Sun (JS), China
Charley Fleischmann (CF), New Zealand
Tuula Hakkarainen (TH), Finland
Patrick van Hees (PvH), Sweden
George Hadjisophocleous (GH), Canada
Rita Fahy (RF), USA (joined by teleconference)
W.K. Chow (WKC), Hong Kong, China
Yaping He (YH), Australia
Carole Franks (CF), UK (joined by teleconference)
Craig Beyler (CB), USA (joined by teleconference)
Takeyoshi Tanaka (Japan)

Guests

Naian Liu (NL, Co-Chair 9th AOSFST), China

1. Apologies for absence and introduction of invited members

The meeting was opened by BD and all participants welcomed. Apologies received from Ai Sekizawa, Christopher Wieczorek, Guillermo Rein, Bart Merci, Yuji Hasemi, Bjorn Karlsson, Dieter Brein and Vyto Babrauskas, Jose Torrero, Anthony Hamins and Ed Galea.

2. Matters arising from the minutes of the last meeting

The suggested changes by Guillermo Rein at the previous meeting to the notes from the meetings in Maryland were not accepted as the minutes were felt to reflect the meeting discussion. The minutes from the meetings in Maryland were now accepted as written.

A revised version of the minutes from Warsaw were distributed prior to this meeting (only formatting and editorial changes). These were accepted as written.

3. Organisation of the 11th Symposium (Prof Fleischmann)

CF made a presentation of plans for the 11th IAFSS, see appendix 1. The dates for the conference are now set to the 10-14th February 2014.

They are presently working on putting together a first draft for the conference website for comments.

4. Report on the Program Committee (Dr He and Prof Trouvé)

The deadline for submission was discussed and it was decided to have a two stage deadline similar to that used by the Combustion Symposium. The first deadline would be 15th May 2013. Late submissions would be accepted for an additional two (2) weeks but papers received prior to the first deadline would receive priority.

The call for papers has been drafted based on previous symposium pamphlet and information on the venue included. It is expected that it will take an additional 3-4 weeks before official release of this call. It was agreed to send an email to the full IAFSS Committee with details of the call after this meeting.

Chairs and co-chairs have been appointed for every topic. Additional chairs will be invited if necessary.

It was agreed that there will be monthly/6 weekly teleconferences to discuss progress starting next month. The committee members who shall participate in the teleconferences include:

- W.K. Chow
- Charley Fleischmann
- Yaping He
- Arnaud Trouve
- Bogdan Dlugogorski
- Craig Beyler and
- Anthony Hamins

5. Report on the Asia-Oceania Association for Fire Science and Technology (Prof Chow)

Report from WKC.

There is a lot of interest from members and good attendance to the present conference. There was some discussion of where to hold the next conference and interest has been shown from Japan, Taiwan, Indonesia, Russia and India. The next Symposium will be held in 2014. The venue will be discussed and decided by email by the AOSFST Committee.

6. Report on the 9th Asia Oceania Symposium on Fire Science and Technology (Prof Liu)

NL gave a report on the organisation of the 9th AOSFST, see Appendix 2.

The conference is a great success and well attended.

7. Fire Safety Journal (Prof Jose Torero)

No report – Jose Torero had to make late apologies and could not attend the meeting.

8. IAFSS Website (beta version: <http://iafss-online.info>)

Report from Michael Gollner, see Appendix 3.

All members should check website and send comments directly to Michael Gollner (mgollner@gmail.com and mgollner@umd.edu), cc to BD, MSM and CF.

There is no procedure in place for how to be sure that only approved material is aired on the website. It was agreed that there should be a meeting of the Executive Committee to discuss how to deal with this and who should vet material before it goes live.

9. IAFSS Federated Search/Internet Community (Dr Rein)

The issue is that at this point we have free access to our archives but one needs to login to obtain access. There has been a suggestion that access should be completely free for a trial period until the next IAFSS in NZ, i.e. until February 14, 2014. This was agreed.

In the meantime the Technical Committee will look into alternative methods to login for member only access without need to login.

10. IAFSS LinkedIn List and Mailserv (Dr Rein)

Mailserv at Uni Newcastle has died and Guillermo has volunteered to set up LinkedIn list. He has drafted a policy document, see Appendix 4. The Executive Committee is supportive with minor changes to the policy document which have been incorporated into the draft which is appended.

CF inquired whether the new LinkedIn list will retain the links to SFPE that were present in the Newcastle mailserv. BD explained that all traffic has been deleted for SFPE, NFPA and IAFSS. The links can no longer be retained in the LinkedIn setup.

CB asked whether there was a decision about how the IAFSS LinkedIn list and the IAFSS Federated Search/Internet Community relate to each other. BD stated that, at present, the development of these two internet-based activities proceeds in parallel, independently of each other. This issue will need to be revisited once the IAFSS Federated Search/Internet Community is ready to be launched.

11. European Symposia of IAFSS (Prof Dlugogorski)

George Boustras from European University of Cyprus in Nicosia has proposed to resurrect and host in 2015 a regional IAFSS symposium for Europe: 2nd European Symposium in Fire Safety Science (ESFSS).

This was discussed at the IAFSS Committee meeting in Warsaw and agreed to support the initiative in principle but that the details should be discussed at Interflam before making any final decision. George will be invited to present his ideas at Interflam next year.

CF noted that it is important that it stays in 2015 to avoid conflict with Interflam.

GH met with George Boustras last month. GH conveyed to the group that George Boustras is excited about the idea of hosting the conference on Cyprus at the university there. George Boustras provided a letter of invitation and information concerning the possible venue prior to this meeting. There was not sufficient time to discuss these in detail at this meeting. The documents are provided in Appendix 5 for discussion at the next IAFSS Committee meeting in conjunction with Interflam.

PvH made the comment that there are a significant number of conferences in Europe. We should be aware of the inherent difficulty in keeping a high standard of papers and reviews if the conference attracts relatively little interest.

12. Password protection of online publications (Dr Rein)

No additional discussion.

13. Any other business

a. Financial report

Report for 2011 provided by Christopher Wieczorek, see Appendix 6.

Note that the printing of the publications were funded in 2011 and funding from 10th IAFSS will come in 2012 (\$79 k surplus). Therefore the negative result for 2011 will be balanced by a greater positive result in 2012.

Guillermo Rein raised a question as to the cost for “Cadmus”. CF explained that Cadmus is the printers and mailing house. The weight of the books means that the mailing costs are quite high.

b. Vice-chairman resigns

Jose Torero has moved to Brisbane Australia from UK and therefore has stepped down as VP of IAFSS for Europe. Anyone who is interested (from Europe) who would like to take over should self-nominate.

NOTE: Generally accepted that the VP is someone who has long experience. Typically from the main committee – this should be discussed at the teleconference for Executive Committee.

c. Featured articles in the IAFSS Newsletter (members who joined by teleconference were not present during this discussion. Notes taken by Chair Bogdan Dlugogorski.)

The thrust of the discussion related to appropriateness of this section to be part of the Newsletter, requirements for objectivity and content of featured articles, balance in reporting variety of views, process for accepting/inviting the featured articles, process for reviewing the featured articles, diligence on the part of IAFSS, etc.

In the end, it was concluded that the issue of featured articles in the Newsletter will need to be discussed at length at the next meeting of the IAFSS Committee at Interflam, and that the Executive Committee consider interim course of action for the next Newsletter, which will appear prior to the meeting in London.

14. Date of next meeting

The next meeting will be held in conjunction with Interflam 23-26 June 2013, University of London. More details closer to the meeting.

List of Appendices

- Appendix 1. Presentation of plans for 11th IAFSS Symposium in NZ (CF)
- Appendix 2. Report from 9th AOSFST (NL)
- Appendix 3. Report on IAFSS Website (Michael Gollner)
- Appendix 4. Rules of participation for LinkedIn list (Guillermo Rein)
- Appendix 5. Documentation concerning 2nd ESFSS (George Boustras)
- Appendix 6. Financial report (Christopher Wiczorek)