



## Minutes of the Management Meeting of the IAFSS Committee (FINAL)

University of Maryland  
11:00-15:00, Sunday, 19 June 2011

### **Persons Present:**

Craig Beyler (Chairperson), US  
Carole Franks (Secretariat), UK  
Jose Torero, UK  
Dougal Drysdale, UK  
Anthony Hamins, US  
Ai Sekizawa, Japan  
Nicholas Dembsey, US  
Wan-Ki Chow, Hong Kong, China  
Yuji Hasemi, Japan  
Takeyoshi Tanaka, Japan  
Margaret Simonson McNamee, Sweden  
Patrick van Hees, Sweden  
Bart Merci, Belgium  
Charles Fleischmann, New Zealand  
Ed Galea, UK  
Vyto Babrauskas, US  
Dieter Brein, Germany  
Bogdan Dlugogorski, Australia  
Christopher Wiczorek, US  
Arnaud Trouve, US  
Yaping Hee, Australia

### Guests

Jack Watts, US  
Tuula Hakkarainen, Finland  
Jennifer Evans (Springer), US  
Prof. Yu, China

### **(1) Opening Address and Apologies for Absence – Craig Beyler**

The meeting was opened by Craig Beyler, who reported apologies from Committee members, who could not attend and thanked everyone for attending. Every person attending the meeting gave a self-introduction.

### **(2) Matters arising from the minutes of the last meetings – Craig Beyler**

No matters arising.

### **(3) 10th IAFSS symposium Organization - Anthony Hamins**

Anthony Hamins gave a summary of the conference and thanks all the personnel “the army of volunteers” that have helped to achieve the conference.

There were 201 paper submissions, of which approximately 53% were accepted. There will be 116 papers presented. There were 123 posters submissions and there would be 56 presented on Wednesday and 65 on Thursday.

There were 314 registrations as of June 17 and the geographical split was 20% Asia/Oceania, 40% USA and 40% Europe. 87 Student will participate. Workshops are well attended

The papers are now On-line for downloads.

US\$30,000 has been secured in sponsorship.

Feedback would be called for from the delegation at the end of the symposium.

### **(4) Report on the Awards Committee - Bogdan Dlugogorski**

Bogdan Dlugogorski thanked that all the Awards Committee. Wan-Ki Chow had headed the Kawagoe Award, Jim Quintiere headed the Philip Thomas Award, Takeyoshi Tanaka headed the Forum Award and Jose Torero headed the Best Thesis Award.

Thanks went to Ed Galea, Tuula Hakkarainen and Patrick van Hees for helping the committee when a conflict of interest had arisen.

All the Awards are now listed on the website.

Plaques have arrived for presentation and thanks went to Chris Wiczorek who had organized them as they were much cheaper to produce in the US than in Australia.

Anthony Hamins proposed that the Emmons Award was moved into the Awards Committee from the Technical Committee as he believed it was more effective and efficient for the Awards Committee to make the nominations. This was seconded by Bogdan Dlugogorski. The Vote was unanimous.

Chris Wiczorek said that the Students Awards are not given with a cheque this year but asked for bank details for transfer. Faux cheques would be presented to them. It was suggested that in

future the monies would be transferred before the event so the recipients could use the money for travel to the symposium.

**(5) Treasurer's Report - Christopher Wieczorek**

Christopher Wieczorek reported that the IAFSS account stood at £181,616.00.

He reported that the Nat West bank account would be closed and the funds transferred to UBS and this had been agreed in the Executive Committee. This was due to the difficulties of having foreign signatories on the account and the UK financial rules were being very restrictive.

Dr. Wieczorek reported that the funds held at UBS would be swept into one holding fund which will reduce the fees paid to UBS whilst keeping the spread of the portfolio.

Craig Beyler thanked Dieter Brien for making such a success of the 9th symposium and transferring such a large surplus (£57,000) to the IAFSS. His contribution and efforts were greatly appreciated. Dr Brien stated that he had deliberately delayed transfer of the funds from Euros to the UK to make the best of the differential of the exchange rate.

**(6) Secretary's Report- Ai Sekizawa.**

Ai Sekizawa stated there is nothing to report. He distributed the draft minutes of the interim meeting held at Interflam 2010. He asked the Committee to review these minutes and to pass on any comments.

**(7) Secretariat report - Carole Franks**

Carole Franks reported that as of Friday 17th there were 501 members which was the most number of members ever recorded by IAFSS. A breakdown of membership statistics were presented and a discussion of how membership could be increased and maintain followed. In summary, it was felt that the BRIC countries should be concentrated on promotion of membership. Peer "pressure" was felt to be the most effective form of getting members and retaining them and this should be an activity of the Management Committee.

Attracting students was another discussion topic and it was felt that perhaps a one off free membership could be offered to students – this could be offered via the University so that it would be a benefit that the education establishment could offer as part of their post-graduate package.

Nicholas Dembsey told that the program committee had made the reviewers list, of which roughly saying one hundred reviewers are not members. So then, sending e-mails or letters of invitation to join the IAFSS to these people would be another good idea for getting new members.

A Sub- Committee would be set up to look into this: MEMBERS- Patrick van Hees, Bart Merci, Charles Fleischmann.

Books sales were reported on and the decline of hard back proceedings was visible which would have implications on the volume production in the future.

An overview of the website was given and that indicated it would be over hauled and revamped with up to date functionality, i.e. on line newsletters, blog spots etc. This is being looked into by Terry Fay. Carole Franks stated that Terry Fay should be commended and recognized for his work as it was an essential part of the IAFSS and Terry worked very hard for association. She suggested that perhaps this ought to be formalized but certainly recognised.

#### **(8) Report on the Nominations Committee - Dougal Drysdale**

Dougal Drysdale reported that there were 3 vacancies on the Committee. The Nomination Committee consisting of Ron Alpert, Ai Sekizawa, Charles Fleischmann, and Dougal Drysdale had nominated Tuula Hakkarainen and Patrick van Hees from Europe letting the one slot from the Americas to be open.

#### **(9) Filling open committee slot from the Americas - Craig Beyler**

Filling open committee slot from the Americas, the discussion on replacing Guylene Proulx on the Committee will be discussed in the Thursday 23rd meeting after the General Business Meeting.

#### **(10) Membership Drive - Craig Beyler**

In the light of previous agenda items, Craig Beyler reported it was a complex issue and another discussion followed about reaching out to other organizations and how this could be done on an on-going basis.

A list of organizations that should be in constant contact with at high level would be drawn up and a member of the Executive Committee tasked with keeping lines of communications open. Possible involvement in major conferences would be the institution of IAFSS awards given at these events.

#### **(11) Arrangements for the 11th Symposium 2014- Charles Fleischmann**

Charles Fleischmann reported on the situation on Christchurch following the earthquake and the damage to the city. Although the business district was affected badly and that included hotels, most of the area where the conference was taking place has not been affected. The question of safety was raised and Charles agreed to look at alternative locations, possibly Auckland to move the symposium to. Charles presented ideas for the event and asked for feedback from the committee. He would be keeping the committee apprised of the ongoing arrangements.

#### **(12) Proposal for Changing Symposia to a two year cycle - Charles Fleischmann**

Wan-Ki Chow made the proposal and spoke in favor of moving to a 2 year cycle so more papers could be accepted. Ed Galea spoke out against as he felt that paper quality would suffer and there were too many events in the calendar. Patrick van Hees and Vyto Babrauskas agreed. Carole Franks made the comment that any move to 2 years would bring the conference into conflict with Interflam years and this had been discussed between the IAFSS and Interscience after the 1999 clash of dates and there was an agreement that there would be a year in between the 2 events.

Yaping He suggested a Committee should be convened to look into the feasibility of the move to a 2 year cycle,

Action: A vote was taken and a majority voted was passed to keep the 3 year cycle

### **(13) Update on citation indexing for Fire Safety Science - Bogdan Dlugogorski**

Bogdan Dlugogorski reported that this was a slow process and had not been very good. Prof. Yu (ESTC, China) reported that they had made progress and would be submitted before September.

### **(14) Proposal for making IAFSS Electronic Archive Open Access - Craig Beyler**

Dieter Brein made the proposal for open access to all the papers which at the moment are limited to membership. Ai Sekizawa stated he was in favor of this but wanted to know if it would be worked so there was a benefit to membership sustained. Perhaps present symposium papers were only made available to members?

Jose Torero stated that Open Access gives a better deal to the authors as it opens up a new and larger market to the papers and therefore it is a direct benefit to the IAFSS as more people would know about the work being undertaken in the science. It would also be an activity in support of the charitable status of the Association.

It was argued that if there was a perceptible effect on the membership numbers then this could be looked into again. Terry Fay would be tasked with looking into the mechanism of making open access available.

Action: A vote was taken and passed unopposed.

### **(15) Fire Safety Science Reviews proposal - Craig Beyler**

Craig Beyler reported that he would be editing a on-line open access new Review Journal with the publishes Springer. He wants to know if the committee would be amenable for the IAFSS to support the journal formally. A long discussion ensued and if it was felt that if the IAFSS were to officially support, there should be a benefit to members (online with the Fire Safety Journal agreement with Elsevier). For example, if it was going to be \$1500 per article, then members should be able to publish for a reduced fee.

### **(16) Newsletter - Jack Watts**

Jack Watts reported that the newsletter was going well and the increase in pages was a direct reaction to the amount of work now done by the Assistant Editors: Chow, van Hees, Rein, Sekizawa, and Ragawala. Jack Watts said he would be retiring from the position and that a new editor should be drawn from the committee. He stated that he thought there should be an overhaul of the format of the Newsletter and that perhaps in future with the rise of Social Media the newsletter format would be superseded.

### **(17) Presentation of Bids for the 12th Symposium**

Four excellent and very professional bids were given by the following Universities for the open year of 2017, 12th Symposium which would take place in Europe. A decision would be made at the Management Committee meeting on Thursday.

University of Lund, Sweden  
University of Ulster, UK  
University of Cantabria, Spain  
University of Rouen, France

### **(18) Date of the next meeting - Craig Beyler**

The meeting was closed.