



**The Combustion Institute**

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## Minutes from the Board of Directors of The Combustion Institute Teleconference Meeting

(Forty-Eighth Meeting)

**25 March 2021**

In attendance were the following Board Members: F. Battin-Leclerc<sup>2</sup>, S. Correa<sup>3</sup>, R. Cracknell, Z. Chen, H. Curran, P. Dagaut, M. de Joannon, A. Dreizler<sup>3</sup>, D. Dunn-Rankin, R. Eggels, T. Fujimori, O. Fujita, S. Hochgreb<sup>3</sup>, Z. Huang, K.Y. Huh, Y. Ju<sup>3</sup>, K. Kohse-Höinghaus<sup>1</sup>, C.K. Law<sup>1</sup>, T. Lieuwen<sup>3</sup>, N. Liu, K. Maruta, P. Pepiot, F. Qi, L. Qiao, R. Sawyer<sup>1</sup>, C. Shaddix, H. Wang<sup>3</sup>

Not attending: J.F. Driscoll<sup>1</sup>, B. Haynes<sup>1</sup>, G. Kalghatgi, T. Poinsoot, C. Westbrook<sup>1</sup>

Guests: R. Tassari, CI Executive Administrator, K. Benzenhoefer, CI Website and Communications Facilitator, B. Cuenot<sup>4</sup>, 39<sup>th</sup> International Symposium Program Co-Chair

1: *Honorary Non-Voting Member*

2: *Arrived after meeting opened*

3: *Departed prior to meeting concluded*

4: *Invited Guest: Limited attendance time*

### Introduction

President Dagaut called the meeting to order at 9:00 a.m. EDT with a welcome to everyone. This was followed with a review of the Agenda and the 'Conflict of Interest' Policy.

### Item 1: Minutes

Members reviewed the minutes from the 13 July 2020 Board of Directors Meeting.

Minutes from the 13 July 2020 Board Meeting were approved.

Vote: *Accept (22), Abstain (1), Non-Voting Attendee (3)*

Members reviewed the minutes from the 15 July 2020 Board of Directors Meeting.

Minutes from the 15 July 2020 Board Meeting were approved.

Vote: *Accept (22), Abstain (1), Non-Voting Attendee (3)*

### **Item 2: 38<sup>th</sup> Symposium Update**

38<sup>th</sup> Symposium Program Co-Chair Qi reviewed the PCC report, including the PCC recommendations and suggestions. (Full report available for Board Member review in Dropbox.) Initial discussion centered on the review and rebuttal process. H. Curran suggests standardized policy for review of papers to maintain consistency and 4<sup>th</sup> review where discrepancies exist among initial 3 reviews. Discussed role of CC/CCCs in the decision process of the review and ranking of submissions. Information from organizers post-symposium report to be distributed once available. Former President Kohse-Höinghaus relayed that these have been issues of discussion for many years. Discussed use of Publication Meetings and detailed training sessions for CCs and CCCs. Further discussion of publication matters ensued, including the delay of publication and the limited effect on impact factor, replacing page numbers with paper numbers. Suggestion that feedback needs to be made available to the Editors. Suggestion that we ask each Section Chair to seek feedback from Symposium attendees for 39<sup>th</sup> PCCs.

### **Item 3: Report on Combustion Institute Journals**

Full Reports from Combustion and Flame Editors and The Proceedings of The Combustion Institute Editors available for Board Member review in Dropbox. President Dagaut reviewed highlights of PROCI and CNF reports. Former President Kohse-Höinghaus thanks the editors of journals on behalf of board.

### **Item 4: Finance Committee Report**

Treasurer Dunn-Rankin presented the Finance Committee Report and state of finances of CI. No changes in finance from July 2020 report. Reviewed notes from 3 February 2021 Finance Committee meeting. Assets and investments continue to grow. Considered future long-term stability of CI finances to prepare for potential future uncertainties. Treasurer Dunn-Rankin proposed that board start to consider long-term financial health and suggested future discussion surrounding timeframe, amounts required, and sources. Former President Kohse-Höinghaus supports discussion of where we should spend, where income could come from, and where to gather reserves. (Full reports available for Board Member review in Dropbox.) Request to compile a report of categories of expense and income.

### **Item 5: 39<sup>th</sup> Symposium Update**

B. Cuenot, Program Co-Chair for the 39<sup>th</sup> International Symposium presented update on 39<sup>th</sup> Symposium planning. (Full report available for Board Member review in Dropbox.) Reviewed format, submission and review process, and colloquia. Discussion of deadlines and due dates, and of first round of rejections. Noted need to be very clear in instructions and communications regarding rejections without review. All final decisions to be made by PCCs.

### **Item 6: CI Fellow Committee Report**

R. Tassari reviewed report in Chair's absence. (Full report available for Board Member review in Dropbox.) No questions generated. Committee Chair Curran rejoined meeting and addressed "Associate Fellows", or intermediate award questions.

### **Item 7: CI-SS Report**

Vice President for Sectional Affairs Fujita provided summary of report. (Full report available for Board Member review in Dropbox.) No questions generated.

**Item 8: CI Committee Report**

Vice President for Sectional Affairs Fujita provided summary of report. (Full report available for Board Member review in Dropbox.) No change from previous report in last meeting. No questions generated.

**Item 9: Final Report on Silver Medal Committee**

Committee Co-Chair Wang presented review of Silver Medal process and July 2020 report. (Full report available for Board Member review in Dropbox.) No questions generated.

**Item 10: CI Office Report**

R. Tassari reviewed highlights of report, including 38<sup>th</sup> Symposium overview, CI membership, recent awards, and communications and outreach. Discussion ensued about use and growth of social media and increasing our visibility. Interest in possible creation of committee, also need individuals to generate content. (Full report available for Board Member review in Dropbox.)

**Item 11: Other Business**

- Discussion of possible creation of “Associate Fellows” of The Combustion Institute to preserve the integrity of the title of “Fellow”. Discussion continued about possible creation of committee to revisit the Fellows Process and Procedures.
- Request to promote CI-SS and possibly provide assistance to minor sections.
- Further discussion about change of colloquia titles for 39<sup>th</sup> Symposium. Need to be respectful of change and progression.
- Renewed request for more consistent approach to handling of papers across all colloquia.
- Former President Kohse-Höinghaus encouraged revisiting communications strategies of CI regarding energy and industrial transformation at meetings where CI is normally underrepresented.

Meeting concluded at 11:30 a.m. EDST

Meeting minutes transcribed by R. Tassari