

eCAADe Administrative Council Meeting

**Meeting held on
11 September 2012**

Czech Technical University in Prague
Department of Architecture
Czech Republic

MINUTES

1. Attendance

Present were:

Aleksander Asanowicz (AA), Henri Achten (HA), Vassilis Bourdakis (VB), Birgul Colakoglu (BC), Nele De Meyere (NDM) (Secretariat), Wolfgang Dokonal (WD), Jose Duarte (JD) (President), Joachim Kieferle (JBK), Bob Martens (BM), Marc Muylle (MM), Johan Verbeke (JV), Tadeja Zupancic (TZ),

Invited were:

Dana Matejovska (DM), Jelena Petric (JP), Rudi Stouffs (RS) (Delft 2013), Emine Thompson (EM) (Newcastle 2014), Martin Winchester (MW).

Apologies for absence:

Andre Brown (AB), Silke Konsorski-Lang (SKL), Tom Maver (TM).

SLK resigned from her membership to the council. It was proposed to ask Antje Kuntze as member from ETH as substitute. JD will propose this to her.

2. Agenda

There were no matters arising on the AGM not already in the Agenda for this meeting.

3. Minutes of the previous meetings

- (i) The Minutes of the eCAADe Administrative Council Mid-Year Meeting, held at Sint-Lucas School of Architecture in Brussels, were circulated and checked. The minutes were agreed upon and will be published on the eCAADe website.
- (ii) The Minutes of the eCAADe Annual General Meeting, held at Univerza V Ljubljani, were agreed upon and will be published on the eCAADe website.

4. Secretariat of eCAADe

It was noted that Nele De Meyere will be taking the Minutes of the meeting.

5. Administrative Council

- (i) The new members were confirmed: Rudi Stouffs as future conference organizer (Delft 2013) for the period from September 2012 to September 2014 and Emine Thompson as future conference organizer (Newcastle 2014) for the period from September 2013 to September 2015. Antje Kuntze (if she accepts) as substitute for Silke Konsorski-Lang.
- (ii) There were no recommendations for honorary membership. Due to the absence of Tom Maver out of unforeseen reasons we will not be able to hand over his certificate as an honorary member. This will be done during the next conference he attends.
- (iii) The Financial Auditors for last year will be Scott Chase and Gilles Halin due to the fact that they are present at the conference

6. eCAADe conference 2012 Prague

Overview of arrangements: HA welcomed everybody to Prague and informed the Council on the state of matters for the eCAADe 2012 conference.

- Abstract acceptance: The conference organizer received 370 papers, out of which 175 were accepted. For that three parallel tracks will be organized. The day before the conference there were 197 registrations. This number was said not to be final.
- HA presented the conference proceedings, of 1500 pages in total, spread over two volumes. The digital version is included in the conference bag on a USB instead of a CD-

ROM. The integration in CUMINCAD is finished. For the book, HA used no scripts and had to generate many things by hand (table of contents/authors). A lot of time was also spent to corrections. HA advised the future organizer not to participate in the reviewing.

- Workshops: 9 workshops were organized (5 on Monday and 4 on Tuesday). Most of the workshops were very well visited but for the sponsored workshops not that many showed up. It was said the pre-conference activities should also be mentioned well on the conference flyer. During the conference the future conference organizer (RS) will be brought into contact with the sponsors.
- Social events: The cocktail will be organized in Villa Richter on Wednesday, the dinner in Obecni Dum, and the after conference party will take place on Friday with a boat trip. This occasion will be used for the celebration of 30 years of eCAADe. eCAADe guaranteed financial support for the organization of this event if the organizer's balance would be negative.
- OpenConf: There still seems to be an issue with the messages sent out by OpenConf. HA exported email addresses for this reason.
- eCAADe-PHD workshop: It was said that it should be clear that this is organized by eCAADe and not by the conference organizer. It was asked what should be done in case of too much success (i.e. too many submissions). It was said that in any case the initiative should be maintained. The following was agreed:
 - o The submission deadline is set at 15/4. Notification of acceptance will be sent out at 30/5.
 - o 5 students are accepted.
 - o WD is in charge of organizing the workshop.
 - o MW makes the engine ready for submission (with a limitation for submission?).
 - o PHD-students who have an accepted paper or have presented before at the conference, are excluded from the grant.
- Various:
 - o Streaming: All sessions will be streamed. People will know this via Facebook and Linked-in. There will be live broadcasting during the conference. Archiving is also foreseen but people have the possibility to de-opt for this. The long term strategy would be to have a link to the presentations in Cumincad.
 - o HA used Facebook as an event for this conference. This worked very well. HA was in general very pleased with the effect of the use of social media.
 - o Use of Skype-presentation: The proposal was in the end not accepted and a substitute was appointed.
 - o Czech Technical University has a policy no to work with credit card payment. This created an overload for the organizer.

7. Future conferences

i. Delft 2013

RS presented the state of affairs. The conference will take place from 19/09 till 22/09/2013. The organization committee will meet at 17/10 and RS will transfer the findings from previous conference organizers there.

For the moment there is a problem to guarantee accommodation for three parallel sessions but RS believed that this can be solved.

The flyers are printed and sent out to the sister organizations. RS will prepare a PPT for the representatives so that they can announce the conference at the ACADIA, SIGRADIA and CAADRIA conference. The conference website is up.

ii. Newcastle 2014

ET presented the flyer and welcomed comments a.s.a.p. so that it can be finalized.

Comments gathered during meeting:

- 180 degree Rotation of the main image (dismissed)
- Leave colon out
- Add QR-code
- Logo: MW will email it in high resolution with cc to BM
- Mention eCAADe-website

1000 copies will be printed and copies should be send two weeks in advance to the organizers of the sister organizations.

Further news:

- There are five people appointed in the organization committee.
 - There is already a sponsorship agreement for 5000 euro.
 - Student accommodation as well as hotel arrangements will be provided.
- iii. Vienna 2015 and onwards: It was again said that it would be interesting to move more around the regions (north and south). It was agreed that council members would try to approach possible candidates at the conference.
- iv. Different/additional forms of eCAADe conferences/symposiums (midyear regional workshop)

JD presented a proposal by University of Porto (FAUP): Future Traditions - Rethinking tradition and envisioning the future in architecture through digital technologies.

It was discussed whether the word 'regional' should be used in the title (on the one hand it tends to be limitative, on the other hand it indicates a strengthening of the region).

It was agreed that:

- the title will be remained as it is
- the budget of 2500 euro will only be issued after the event
- the proposal should be finalized a.s.a.p.
- JD and BM will attend (and possibly BC and JK too).

8. Parallel organization conferences

- (i) Reports from the 2012 conference representatives:
- CAADRIA (April 25-28 2012, Chennai, India). Rep.: BM
- (ii) DCC (June 7-9 2012, Austin, Texas, USA). Future conferences
- ACADIA (October 18-21, 2012, San Francisco, CA, USA). Rep.: JV
 - SIGRADI (November 14-16, 2012, Fortaleza, Brazil). Rep.: JD
 - ASCAAD: no information available
 - CAADRIA (May 15-18, 2013, Singapore). Rep.: JK
 - CAADFUTURES (July 1-5 2013, Shanghai, China).

There was a discussion about the financial support for council members representing eCAADe at sister conferences, such as ACADIA, CAADRIA, SiGraDi, and ASCAAD. It was agreed to adopt rules similar to those used to give financial support to members attending the midyear meetings, which foresees a limit of 150€ for flight and accommodation. So, there would be a limit of a maximum of 1000€ for flight and accommodation, even if the costs are higher. Representatives will have to send in their receipts and they get reimbursed in the total amount of flight and accommodation expenses up to the specified limit of 1000€. It was also agreed that a council member should only get this type of support once a year.

JD proposed to exchange representatives with CAAD Futures and DCC conferences in a way similar to the one followed with sister organizations. The idea was to exchange information and promote each other activities at the corresponding conference. A discussion followed on whether to waive the representative's registration fees but no final decision was made in this regard. JD proposed to contact John Gero (DCC) and suggested that HA should contact Bauke de Vries (CAADFutures) to discuss these possibilities. A final decision should be made at the midyear meeting in March 2013.

9. Reviewing system

Open Conf (MW): It was said to generally work well. JFK sent a list to MW with some remarks.

10. Publication, Networks and Contacts

- (i) Website: MM will move the Antwerp website to the eCAADe website. Also the Ljubljana website has to be transferred. If available also pictures from the 30th anniversary of eCAADe will be included in the website.
- (ii) International Journal of Architectural Computing: To cover problems with the maintenance the council suggests to:
- i. Work with a system of two co-editors for reviewing of regular submissions
 - ii. Make work of clearing up the database (double submissions, ..)
 - iii. Call for an editorial board

- iv. Send out reply to all submitters
- v. Elaborate on this further during the mid year meeting when AB is present.
- (iii) CUMINCAD: BM reported that a direct line is foreseen to the conference schedule. A QR-code is also available.
- (iv) CAAD social network (Facebook/LinkedIn like application): HA will show statistics at the AGM. There are now 519 members for the Linked In-group.
It was asked what would happen with the material on it when the Facebook event closes. It has the quality of being temporarily. This will be checked out.
- (v) Intelligent Environments: VB reported on this. At the moment the event is organized 1 year in Europe and the other one in a more distant place. In the future it might be organized as a multiple event. There will be looked for a more suitable date (now in July). VB will announce when there is more news.

11. Awards

- (i) Online voting system for presentation prizes: The online voting system was set up. People will get their password at the end of the first conference day. Voting can be done via: www.ecaade.org/voting. Rules are:
 - Every participant receives three votes
 - Voting for yourself is not possible
 - Voting for a session in advance is not possible
 - A co-author cannot vote for his/her paper.
- (ii) Ivan Petrovic prize: The eligibility criteria of IP were checked: the nominee should be 35 years old or less at the time of the conference. Attendants will be asked to indicate their age at the time of registration.
The nominee receives:
 - Free participation in a next eCAADe conference
 - Notification on the eCAADe website
 - A certificate
 - One year free subscription to IJAC.
 - Help to prepare his paper for inclusion in IJAC
- (iii) eCAADe best presentation prize: The prize is sponsored by Bentley and is eligible for all presenters (no age limitation).
- (iv) eCAADe poster competition: The idea is to make eCAADe more visible at universities. A special action will be undertaken by sending out A1-paper version of the poster to all EAAE-member schools. This was said to be a onetime initiative. WD will coordinate this.

12. Any other business

Statutes/membership:

It was said that the statutes should be published at the eCAADe website before the AGM starts. WD informed the council that he had checked the streaming of the AGM meeting in Ljubljana to confirm that student membership had been approved at the AGM meeting in Ljubljana. As a result, the council agreed to include student membership in the statutes. The council also decided that student membership should only be for students who are 35 or less; the fee for student membership should be 25 euro, and this fee should only be available for application outside eCAADe conferences or at the conference venue for those who do not register for the conference. To apply to student membership, applicants should send a digital copy of their ID card or passport and a valid student ID card together with the student membership form. They also should send by mail a certificate issued by the school stating that the student is currently registered at the school, to avoid people sending retouched ID cards.

EAAE: JV informed the council that Urs Hirschberg, a member of eCAADe had been elected President of EAAE at their meeting in the beginning of September and suggested that eCAADe sent a message congratulating him for the appointment. JD will be in charge of doing this.

13. Next Council Meeting

- i. Arrangements for the mid-year meeting. The following dates were set: 15 and 16 March 2013. The meeting will take place in Ghent.
- ii. Items for the meeting are invited (to JD).
- iii. The Meeting was closed and HA was thanked for hosting the meeting.