

eCAADe Administrative Council Meeting

Minutes of the Mid Year meeting

31 March – 01 April, 2017

Held at

**KU Leuven
Faculty of Architecture
Campus Sint-Lucas Brussels,
Paleizenstraat 65, 1030 Brussels**

1. Attendance

Attendance: Henri Achten (HA), Aleksander Asanowicz (AA), Vassilis Bourdakis (VB), Birgul Colakoglu (BC), Wolfgang Dokonal (WD), Joachim Kieferle (JK), Bob Martens (BM), Emine Thompson (ET), Johan Verbeke (JV), Tadeja Zupancic (TZ)

Guests: Antonio Fioravanti (AF), Aulikki Herneoja (AH), Armando Trento (AT)

Secretariat: Nele De Meyere (NDM)

Apologies for absence: Andy Brown (AB), Jose Duarte (JD), Rudi Stouffs (RS), Tom Maver (TM)

Apologies for absence guests: Anetta Kepczynska (AK)

2. Secretariat of eCAADe

- (i) It was noted that Nele De Meyere will be taking the minutes of the meeting

3. Agenda

- (i) Research proposal by HA, AH, JK and JV: Digital Leadership (EJD under Marie Curie, H2020).

4. Minutes of Previous Meetings: Oulu, August 2016

- (i) The minutes of the council meeting in Oulu were agreed upon. The typing error in the title will be adapted and they will be published on the eCAADe website.
- (ii) The minutes of the AGM in Oulu were agreed upon.

5. Financial Situation

- (i) Current Status of eCAADe finances (NDM) - NDM gave an overview of the expenditure and income in 2016. On 31/12/2016 there was a loss of 9319,54 Euro and a bank balance of 43744,45 Euro. It was said that it is OK to have a deficit for a few years. But as the costs are mainly fixed costs, a close eye has to be kept on this and a long term strategy developed to keep savings at a level of approx. 25k Euros for flexibility.
- (ii) CUMINCAD - A proper process has to be developed. JK will prepare a proposal. The charge for 2015 and 2016 still needs to be settled / invoices sent to sister organizations.
- (iii) Possible Investments - Not an issue given the current financial situation.

6. eCAADe Conference 2017 Rome (I)

AF presented an overview and the arrangements:

- submission and acceptance 309 submissions, 180 accepted, 124 rejected
- the venue

- the social events (it was said that the end of conference event is unsure because of money issues)
- the workshops (already quite some proposals were received so a selection might be necessary). In Oulu no selection was needed. The team was advised to keep it easy (no lunch etc).
- exhibition/poster session
- Concerning the timing it was asked to program the PhD workshop on Tuesday morning (information should be included in the acceptance mail) and the council meeting after that and to provide enough buffer in the timing organize the prize ceremony during the AGM on Friday.

The Rome team questioned whether it is possible to raise the fee. Yet all organizers have been able to cope with it and it was already raised in Oulu. BM said that the budget looks well. Adaptation of the catering is still manageable. Since Newcastle it is also possible to have a fee with or without proceeding.

It was agreed to set a long term strategy to revise this every three years with a discussion on a general level, not linked to a specific case.

There was an issue with a copy from already published paper. It was said that it should be made clear already in abstract phase that eCAADe wants novel papers.

7. Presentation prices

- (i) Online voting system for presentation prices – Running well. WD will contact MW for updates.
- (ii) Ivan Petrovic price: No news.
- (iii) eCAADe presentation price (Bentley funding – 500€): The transfer was delayed in Oulu, should be kept an eye on for the future.

Reminder! Pictures of presenters are necessary! It is also important to know how many people attended the session.

8. Review system OpenConf

- (i) Experiences review eCAADe 2017/necessary changes
- (ii) Possibility to include image was created
- (iii) Abstract field
- (iv) Remove metadata.
- (v) Future further administrative support by eCAADe in review system

9. Video recording

- (i) It was agreed to maintain at least the recording keynotes. Yet their written permission should be asked for in advance. The permissions could be archived at the secretariat. It was agreed that legal issues for the future will be checked out (contact the university lawyer) and that JV, JK, and TZ will work on a proposal.
- (i) Storage, publishing and future

10. Future Conferences

- (i) 2018 Lodz: presentation of the state of affairs by AA.
- (ii) 2019 Porto
- (iii) 2020 venue to be decided in September 2017

11. eCAADe Regional International Symposium

- (i) Cardiff 2017 (April 26-28, 2017)
 - Overview of arrangements. JK will go, funding through university
- (ii) Future workshops

- Possible venues: call will be launched in May, deadline for submitting a proposal is in principle 1st of July.

12. eCAADe Vision

- (i) eCAADe vision states:
 - eCAADe as partner in research
 - connect to practice/make practitioners more visible
 - extend to other fields
 - emphasise research in practice; work on integration; bring practitioners to eCAADe
- (ii) Council composition/tasks –
 - BM said that it is important to reflect on work implications and someone to take care of actions (preferably two people). Make sure all council members have a duty. JK will contact Jose for a second person for the Regional International Symposium.
 - JV expressed his intention to step down from Council in Rome; HA is willing to take over treasury.
 - AH is proposed as member of the council

13. Parallel Organization Conferences

- (i) Reports from the conference representatives: everyone was thanked for the elaborate reports.
- (ii) Agreements for 2017 conferences representation
 - ACADIA Nov. 02-04, 2017 – Cambridge MA (BC)
 - ASCAAD ? no info
 - CAADRIA Apr. 05-08, 2017 – Suzhou China (RS)
 - eCAADe Regional International Symposium – Apr. 27-28, 2017 – Cardiff (JK workshop)
 - SIGRADI Nov. 22-24, 2017 – Concepcion Chile (JK)
 - CAADFUTURES Jul. 12-14, 2017 – Istanbul
 - WD goes to TM's conference.

14. CUMINCAD Digital Library

- (i) Status of Cumincad (BM + HA)
 - Team of Ljubljana is working very well. Some data is missing (SIGRADI, ASCAAD)/

15. Publications, Networks and contacts

- Website (MW) will be screened and updated; comments to MW
- International Journal of Architectural Computing (AB)
- Social Media: status by HA: LinkedIn group has 1600+ members; eCAADe on FB seems to exist but is not managed (ET is willing to help HA in this).
- eCAADe conference proceedings to the Thompson and Reuters listing - HA trying to get Oulu conference in (no reaction at all). Both ISBN numbers should be put in the proceedings.

16. Obituaries a.o.

- (i) Obituary and funerals of previous council members
- (ii) WD and TM will write obituary for Jean Dick

17. eCAADe presidency

- (i) Council proposal for next presidency

BC will be proposed as new vice-president, JK to become vice-president and TZ will be proposed as president.

18. Any other business.

- (i) TZ introduced the DIGILEAD application. The partners in the application thanked eCAADe agreeing to be partner.

19. Arrangements for the meeting in Rome

- (i) The next council meeting will take place in Rome on Tuesday 19/09/2017 at 16h00, the PhD workshop at 12.00.
- (ii) The meeting was closed, JV and NDM thanked for their (once again) great hospitality and perfect preparations.