eCAADe Administrative Council Meeting

Meeting held on
27-28th March 2009

Hogeschool voor Wetenschap & Kunst
Department of Architecture Sint-Lucas
Campus Brussels

MINUTES

Present

Henri Achten (HA) (President), Alexander Asanowicz (AA), Vassilis Bourdakis (VB), Andre Brown (AB), Gülen Cagdas (GC), Birgul Colakoglu (BC), Nele De Meyere (NDM), Wolfgang Dokonal (WD), Jose Duarte (JD), Joachim Kieferle (JBK), Silke Konsorski-Lang (SKL), Bob Martens (BM), Johan Verbeke (JV), Tadeja Zupancic (TZ).

Apologies for absence

Thomas Kvan (TK), Marc Muylle (MM), Tom Maver (TM).

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1. Minutes of Previous Meeting: Artesis Antwerp, Belgium (September 2008)

(i) The Minutes of the eCAADe Administrative Council Meeting, held at Artesis Antwerp on 16/09/2009, were circulated and checked. It was asked what the state of affairs was concerning the eCAADe poster proposal. It was said that WD would report on this under 'Publications'. It was also noted that the Zurich conference website address should be changed into www.ecaade2010.ethz.ch in the minutes. The minutes were agreed upon.

(ii) Matters arising not already in the Agenda for this meeting:
    i. eCAADe poster proposal, to be dealt with under 6.
    ii. Report from the secretariat, to be dealt with under 2.
    iii. ASCAAD-conference, to be dealt with under 5.

(iii) The Minutes of the eCAADe Annual General Meeting, held at Artesis Antwerp on 18/09/2009 and circulated, were agreed upon.

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

2. Secretariat of eCAADe

(i) It was agreed that NDM will take minutes of this council meeting.

(ii) NDM presented the Statement of Accounts 2008 and Profit and Loss Account 2008. Balances show a profit of 6709,27 euro for 2008. The bank balance at December 2008 was 41278,95 euro. The accounts show a healthy and stable membership and financial situation.

(iii) Data analysis: Sending out the questionnaires for membership update via email at the conference went very well. There was a good response, even in the weeks after the conference. It was decided to act in the same manner this year.

(iv) It was said that the Antwerp conference resulted in a sound membership for 2008/2009 (135 members). Beside that it was considered a good thing that 39 members were attracted outside the conference in 2008. There was again a positive evolution in the request for institutional membership (2008/2009 members are: TU Delft, University of Strathclyde, Ecole d'Architecture de Paris La Villette, Cardiff University, Technische

Universiteit Eindhoven, Northumbria University, Glasgow School of Art, The Robert Gordon University, University of Applied Arts Wien, University of Sydney and University of Sydney). All council members were asked to promote institutional membership further among their contacts.

3. Composition and Roles of the Administrative Council

(i) Composition and roles for the council were confirmed as follows: President (HA); Vice Presidents (WD and JD); Treasurer (JV), appointed for another three years; Research (TM); Liaison (BM); Communications (AB and Martin Winchester); Eastern Regional Representative (AA), Secretariat (NDM), Former Conference Organiser (VB, JBK and MM) and Future Conference Organiser (BC, GC and SKL).

(ii) HA's presidency ends in Istanbul 2009. Since there are two vice presidents, there was a question who to forward as candidate for president. It was agreed to proceed with "2+2" - meaning one term one candidate, followed by second term by other candidate. WD will fill the first term and JD the second term.

According to the eCAADe guidelines, the membership was informed about this and they were invited to forward other possible candidates until May 2009 (half year before AGM). It was agreed that HA will send out a message to the membership, proposing WD as the council's candidate.

As for the vice-president, it was agreed to appoint JD for another term.

4. eCAADe Conference 2009 Istanbul

a. Overview of arrangements: BC and GC informed the Council on the state of matters for Istanbul 2009.

  i. Abstract acceptance: The conference organizer received 186 papers, of which 35 came from Turkey. The reviewing process was finished just before the eCAADe Mid Year Meeting and went well. The deadline for paper submission was extended as at the foreseen deadline only 60 papers were received. Every paper was reviewed by three reviewers. The general quality level was good. 120 papers received a quotation above 4. It was proposed to accept papers from a 3,70 quotation on.

  ii. BC and GC will organize three key note lecturers.

  iii. The conference organizer proposed to work with three parallel sessions as the timing would otherwise be very strict. It was suggested to stick to two tracks, as 10 or 20 no-shows and cancellation can be taken into account. This is to avoid empty sessions and allow a clear time-management. The organizaton of a poster session was welcomed as a good idea.

  iv. The conference organizer was again confronted with few reviewers not doing their job. It was agreed to go over the list of reviewers and to exclude some from the list. JBK gave some recommendations for future conference organizers: 1. He advised to work with 7 or 8 'joker reviewers' and suggested to involve local people in the reviewing process.

  v. The following events have to be included in the time schedule: eCAADe Council Meeting, eCAADe Annual General Meeting, the Ivan Petrovic-competition and the closing ceremony. It was suggested to program the third keynote before the closing ceremony. This would give people more time to vote in the Ivan Petrovic-competition.

  vi. The following rules were confirmed: The presenter should be the (co-) author of the paper and individually registered.

  vii. The deadline for paper submission is 1st of June, 2009. A prolongation will be taken into account. The in-design paper version will be sent for check to the submitters.

b. IP-online system: The voting was for the first time organised by means of an online voting system in Antwerp. Everything went well. WD recommended a combination for the next year. For that it would still be good that each session is attended by at least one council member. MM will be asked to provide the system. It would be good to have a picture of those who are eligible for the Ivan Petrovic-prize.

c. The conference organizer will organize 7 workshops before the conference. It was suggested to inform the participants well in advance. The information will be sent out together with the acceptance emails.

d. A blog for photo's and email will be set up. It was asked whether it is not more

interesting to do this after the conference.

5. 2010/2011/2012 Conferences

(i) eCAADe-maintained web review system: From 2009, the system is transferred to the eCAADe server (currently on an external server called HostPapa) and at disposal for eCAADe conference organizers. The system will be customized every year for every conference. No fees are to be paid by the conference organizers. SKL was asked to provide graphics for the Zurich conference.

(ii) Zurich 2010: SKL presented the conference flyer. The flyer should be sent out to CAADRIA (Taiwan) next month. The following suggestions concerning the flyer were made:
- 'ASCAAD' should be added;
- The dates should be adapted;
- Concerning the topics the following remarks were made: Should the topics not be ordered alphabetically? Could some topics not be grouped and could others be added (f.i. 'Building information modeling')?

Other arrangements: The reservation of hotels and rooms has been done. A location for the conference dinner is now being looked for. The website will be launched soon. The fees remain the same (including the reduction fee for specific countries). The sponsors are contacted. Printing offers were received.

The following suggestions were made:
- Because of the specific focus on cities, it was suggested to have a keynote emphasizing the theme.
- It was said that we would go on with extended paper submission as this enhances the quality.
- As for feedback on payment methods, it was advised to contact ETH itself as they have wide experience in this.

(iii) 2011, 2012 and ongoing proposals: As for 2011, the Ljubljana proposal (Tadeja Zupancic) was accepted. Besides that, a proposal was received from London (for 2012) and interest was expressed by Nancy (Gilles Halin, maybe for CAADFutures), Delft (Martijn Stellingwerff), Prague (Henri Achten, depending on the construction plans of CTU), Rome (Gianfranco Carrara and Antonio Fioravanti), Madrid (Eduardo Noriega) and Trieste (Alberto Sdegno). BM explained the criteria for accepting conference proposals. At first eCAADe wants to move around the regions in Europe, the host should thus have an attractive, reachable and cultural place to offer. Secondly the team making the proposal should have been visible within the association since a substantial time. BM underlined the fact that there is an open bidding procedure based on conference guidelines.

6. Parallel Organization Conferences: reports, links, planning for representation

1. CAADRIA (Yunlin, Taiwan, 22-25 April 2009). Representative: AB. BC and SKL will provide information for AB to present.
2. CAAD Futures (Montreal, Canada, 17-19 June 2009). BM and JD have submitted a paper.
3. ACADIA (Chicago, 22-25 October 2009). There is no information yet. Yet JBK might go.
4. SIGRADI (Sao Paulo, Brasil, 16-18 November 2009). JD was invited as keynote speaker.
5. ASCAAD (Bahrein, 11-15 May 2009). AB was invited as keynote speaker.

7. Publications

(i) Website: It was agreed that the website will be checked for updating (membership info, dead links, ..) before the meeting. All remarks were given to AB and sent to Martin Winchester. AB and Martin Winchester were thanked for keeping the website updated and running.

(ii) Listserver: It was agreed that the listserver will kept for the current membership only and that it should thus be based on the list provided by NDM. An honorary list might be added. 2 MB was considered a reasonable limit for attachments to be sent out.

(iii) It was decided that the installation of a blog would be given a try on the website.

(iv) List of CAD-group members: HA discussed the possibility for setting up a networking facility for people active in CAD with the sister organisations and they were very positive about it. A "CAADSortium" brainstorm team was set up on LinkedIn to check possibilities for on the one hand a quick solution to have a system up and running at the Istanbul conference and a long term solution. Ideas and suggestions are welcomed. It was said that academia.edu is closest to what we want because of its person-

orientation but it lacks information. It was said that the system should link up the information from the CUMINCAD-database with the members.

(v) International Journal of Architectural Computing
General matters:
- The latest issues of 2008 were edited by SIGRADI and then CAADRIA. The first issue of this year was a special issue on Digital Heritage. Issue 2 will be edited by JV and AB (taking over from MM). It was said that it will be an open issue. The IP-winner will be invited to send an updated paper. The next issues will be edited by ACADIA and SIGRADI. AB will make arrangements with them at the CAADRIA conference.
- OpenConf system is from now on also used to review papers for IJAC. It was said that it is possible to set up a version for each issue. Yet that would be a problem for ad hoc submissions.
- The one year-subscription to IJAC of the IP prize winners will be arranged for by AB.

(vi) eCAADe poster: WD proposed to produce a poster with information on what eCAADe does and to disseminate it among schools. The goal is to reach (young) people who are not connected to the association. WD proposed a bigger event in the form of a competition. It was said that in advance the template, submission format, deadline and prize should be determined. The deadline for submission would be before summer and the structure for the IJAC-competition would be used. It was decided that the outcome would be announced at the AGM.

(vii) WD accepted to do the referencing for the Antwerp papers for inclusion in CUMinCAD.

7. Any other Business

(i) There were no matters upraised.

8. Next Council Meeting

(i) Arrangements for the meeting in Istanbul: Administrative Council meeting on Tuesday 15/09/2009 at 4.00 PM and Annual General Meeting on Thursday 17/09/2009 (hour to be confirmed).
(ii) Items for the meeting are invited (to HA).
(iii) BC advised to book flights to Istanbul well in advance.
(iv) The Meeting was closed and JV and NDM were thanked for hosting the meeting.