

eCAADe Administrative Council Meeting

Meeting

19 -20 March 2005

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

MINUTES

Present

Henri Achten (HA), Andre Brown (President, in the Chair) (AB), Nele De Meyere (NDM), Wolfgang Dokonal (WD), Jose Duarte (JD), Bob Martens (BM), Tom Maver (TM), Bruno Tournay (BT), Johan Verbeke (JV)

Apologies for absence

Jonas af Klercker (JK), Alexander Asanowicz (AA), Thomas Kvan (TK), Henning Orbak (HO), Jelena Petric (JP)

1. Minutes of Previous Meeting: Danish Academy of Fine Arts September 2004

The Minutes of the Council meeting and AGM in Copenhagen, already circulated, are agreed. There are no matters arising not already in the Agenda for this meeting.

2. Secretariat of eCAADe

(i) Location: it is agreed that the location of the Secretariat team should remain at the Hogeschool voor Wetenschap & Kunst, Department of Architecture Sint-Lucas, Campus Brussels and that the location should be reviewed every two years or when urgent problems arise concerning the time and workload involved in running the Secretariat.

(ii) Accounts

The bank account for eCAADe has been transferred to Brussels. The new account arrangements are discussed, and the financial position summarized. The secretariat will prepare an application for use of credit card facilities. The bank cost will be covered by the interest of the account. The secretariat presents the statement of accounts on date December 2004. Balances show a profit of 1822,81 euro.

(iii) Membership

The income of the conference is of great importance for the eCAADe accounts. In principle 80 membership contributions should arise from the conferences. Yet direct approach for membership has to be stimulated as much as possible. All members in the live account will receive an email to remind them to update their membership.

3. Composition and Roles of the Administrative Council

(i) Composition: JD, host of forthcoming conference, was welcomed as member of the council. JP withdrew from the council and the Council agreed with the suggestion that efforts should be made to JP by another female. The council thanked JP formally for her participation in the past. Suggested as possible new members of the Council are: Rudi Stouffs, Ann Heyligen, Silke Lang, Martijn Stellingwerff, Bige Tuncer, Tadeja Zupancic Strojjan and Tuba Kocaturk. They will

be sounded out at or before the next conference so that the Council can discuss the matter at the Lisbon Conference.

(ii) Roles:

- President and Vice President, it is decided that AB will open the Lisbon conference as President and HA will do the closing in the capacity of new President. AB accepted the Vice-Presidency as a holding position. WD expressed his willingness to become Vice-President and AB said that he would contact members of the Council.
- Secretary, NDM
- Treasurer, JV
- Conference location liaison, BM
- Other posts including young researcher liaison, WD and JK (to contact JaK)
- Auditors: Silke Lang and Andrew Roberts.

4. eCAADe Conference Copenhagen 2004

- (i) Review of the Conference - The conference organiser had to cope with a loss due to additional costs such as room hire since the School was undergoing refurbishment. This will be borne by the Royal Danish Academy of Fine Arts, who were aware of the situation in advance.
- (ii) Hand-over of information and web technologies to Lisbon was accomplished. We were planning to use the open source web review system developed by CAADRIA but there were still problems with this and at the last minute we agreed to use the established eCAADe review system developed by Hannu Penttilla for a fee. WD would pass templates to JD for the publications.
- (iii) IJAC eCAADe edited Issue will come out at the end of March 2005 (edited by AB and HA).
- (iv) Automation in Construction - The Lisbon Conference organiser has not been approached yet, nor were the Copenhagen team. A Special issue coordinated by Urs Hirschberg at Graz followed the conference there.

5. eCAADe Conference 2005 Lisbon

- (i) Overview of arrangements - JD summarised the state of affairs. The number of abstract submissions was very good, over 170. More than half of the submissions came from outside Europe. Sponsorship is assured by Bentley, Autodesk, the Lisbon Council, ..
JD requested feedback from the council regarding: final paper submission (via email), file paper template (will be provided by BM), book template (Quark, InDesign,..)
- (ii) Accommodation and Conference venue - The tourism agency is booking the accommodation. Venue is the Instituto Superior Técnico at the Technical University of Lisbon. All practical information will be online by the end of the month.
- (iii) Review of Abstracts procedure had worked reasonably well. The web review had been very effective, but JD had to reassign a small number of reviews that had not been completed to new reviewers.
- (iv) Acceptance of papers/ types of papers: it was decided that at the end of formal business a sub group would go through the scores for each paper, and decide cut-off points, and see if there were any anomalies or inconsistencies.
- (v) Proposals for conference structure:
Keynote speakers were agreed upon. A delicate situation arises from the fact that one vendor, Autodesk, is proposing a speaker and the other one, Bentley, is not. JD will contact Bentley to discuss this matter. The social program, offered by the tourism agency, was reargued. No triple sessions will be organised. Multiple presentations are not to be accepted. If the level of English is not acceptable, papers will be sent back for revision. AB, HA and TM will assist the conference organiser in the categorization of papers that need major rewriting. HA asks the conference organiser to prepare a participants' list indicating the the young researchers (<35 years) and to organise their

presentations before the Final session so that consulting within the council remains possible.

- (vi) Three young researchers were nominated in Copenhagen for the Ivan Petrovic Prize: Claire Hannibal, Claus-Jürgen Schink (shared first prize) and Anetta Kepczynska-Walczak (runner-up). eCAADe will offer them full or half exemption respectively of the Lisbon conference fee.
- (vii) Free place allocation at this and future conferences: the free participation for the ARCADIA-, SIGRADI- and ACAADIA-respresentative will be maintained. The Council agrees to await the evolution of the ASCAAD organisation before offering them free participation in the eCAADe-conference.
- (viii) Discounting of conference fee: Confirmed arrangements, and payment of membership fee to eCAADe.

6. 2006/2007/2008 Conferences

- (i) To discuss the proposal relating to maintenance of the Web review system: Hannu Penttila left Helsinki University of Technology, and will from now on charge eCAADe for the web review system. JD confirmed the efficiency of Penttila's system. Yet, who will carry this cost? For the conference organisor this would be an additional increase of the budget. The CAADRIA review system is not operational yet. However Thomas Kvan suggested that the CAADRIA system should be refined for the Conference in April. eCAADe will await the result of this before deciding how to proceed.
- (ii) Greece Volos/Athens 2006; the conference will be held 6-9 September 2006. The flyer was distributed. VB was thanked for preparing the flyer and agreeing to host eCAADe2006.
- (iii) 2007 and 2008 Proposals:
 - Confirmed that we maintain planning two years ahead as a principle. Also continue moving through the regions, from north to east and south to west.
 - Future plans -eCAADe 2007 will be announced as Frankfurt/Wiesbaden. Volos and Wiesbaden will be confirmed as conference hosts at the Lisbon conference. The 2008 location will be set at the eCAADe mid year meeting in Brussels in March 2006. Suggestions for the following conferences included Antwerp (Marc Muylle has made an initial informal proposal), Delft, and Italy

7. Parallel Organisation Conferences: reports, links, planning for representation

- (i) Immediately preceding Conferences
 - CAADRIA Seoul, Korea: AB represented eCAADe and announced the Lisbon Conference, circulating leaflets and ancoraging participation.
 - ACADIA Waterloo University, Canada: there was no eCAADe respresentative in person but emails/flyers had been sent and AB had arranged for 20/30 issues of the ACADIA edited issue of IJAC to be sent for distribution.
 - SIGRADI: BM represented eCAADe and announced the Lisbon Conference.
- (ii) NOTED Forthcoming Conferences
 - CAADFutures (Vienna June 20th -22nd 2005 BM summarised arrangements
 - CAADRIA Delhi April 2005: AB and BM are to attend
 - ACADIA (*Smart Architecture:integration of digital and building technologies*) Savannah College of Art and Design, Savannah Georgia, USA Oct 13-16, 2005: AB and/or JD may attend
 - SIGRADI (*Mental Visualisation*) FACULTAD DE ARQUITECTURA, Lima, Peru 21-23rd November 2005: BM and WD are to attend
 - ASCAAD - New Middle East/Africa Group: formalization will be awaited before taking further action

8. Membership Affairs

- (i) General report - Overview of memberships coming forth of the conference (73) and direct approaches (13). Validation date for membership will remain the

conference date. All members in the live account will be addressed to renew their membership before 1st May. Extra charges for payments should be recovered from the member.

- (ii) Membership database: update/access to CUMINCAD/IJAC special rate. Limited access to CUMINCAD is offered for recent abstracts (<2 years).
- (iii) Funding Possibilities: HA is preparing an application under the Marie Curie program for mobility of human capital aiming at PhD-students. The proposal covers a period of two years and consists of eight events, either linked to the mid year meetings in Brussels or the conferences (Volos and Wiesbaden). In between internet interventions are foreseen. The aimed number of students is 30, which means 2 PhD students per country. The country of origin should be European for the students. Teachers however can also come from outside Europe. The themes as set now may be too specific, and further thinking is needed. It is important not to lose the signature of eCAADe. It is suggested to link the content to the themes of the Volos and Wiesbaden conference. It might also be interesting to consult the membership about interest. A meeting between AB, HA and JV plan to finalize the proposal. The preliminary version of the application will be sent to the council, so that members present plus JK and AA can check it out.
- (iv) The Regions
- (v) Particular organizations and events
 - Workshop at Delft announced by A. Koutamanis was discussed: *The architectural image and the computer* that will take place in Delft , The Netherlands, in September 2005 straight after eCAADe 2005.
 - The Design Research in the Netherlands meeting was mentioned (19 and 20/05/05)

9. CUMINCAD (Cumulative Index on CAD research)

- (i) Current situation: the database is stable and growing and at this moment up to date with all the conferences. Request to check out the number of hits on the site (might be of interest for the Marie Curie application).
- (ii) BM noted that the Sci-X project was progressing and more data was being added and the system had been augmented.
- (iii) Digitisation of CAADFutures Proceedings: agreed that 300 cd-roms will be produced. The stock will be kept in Brussels and any income will come through eCAADe. Agreed that the price set would be 75 euro for members and 150 for non-members. Prepayment to Sony will be requested.
- (iv) Access and eCAADe membership was discussed.

10. Publications

- (i) Web site: the website has been put up-to-date. Martin Winchester is the webmaster replacing Phil Berridge.
- (ii) International Journal of Architectural Computing
 - Reviewed the first two year's Issues
 - Editorial Board: Dirk Donath, Rivka Oxman and Branko Kolarevic had been invited editors for one year. It was agreed that Dirk Donath, Rivka Oxman, who had been very active for IJAC, should be asked to join the eCAADe group on the Board (HP and JP have left). The ACADIA team will be asked approval for the joining of Branko Kolarevic. Scott Chase from Strathclyde University had expressed interest too, but Strathclyde already had membership on the Board: TM continues as editor. AA and JK will be checked out whether they are ok to continue. JD proposed to join the board. As conference organiser he will be invited editor for one year anyhow and thus responsible for contributing to editing the March 2006 Issue. After that he will be considered for adoption as a formal member of the editorial board.
 - Flyer/Web sites www.architecturalcomputing.org, and other forms of promotion were discussed.

11. International Journal of Design Computing

- (i) There had been no further contact on this matter

12. Memorandum of Agreement between eCAADe and Bentley Systems

As discussed before, the negotiations between the conference organiser and Bentley Systems were already settled. JD will receive 4000 euro sponsorship for the conference. The agreement seems to be working well.

13. Regional Activity and links

HA underlines that the Czech Technical University in Prague is currently quite active in the domain of CAAD. They have no research tradition but provided further positive evolution, they could be addressed as future conference organiser. Also in the Marie Curie proposal the Northern Eastern areas are likely to be targeted. As for the Ivan Petrovic-prize, the 3rd place was offered to Anetta Kepczynska-Walczak from Poland.

14. Any other Business

There was no other formal business so a sub-group was formed to discuss paper acceptance and review data for the Lisbon Conference.

15. Next Council Meeting

- (i) Arrangements for the meeting in Lisbon: Administrative Council meeting on Tuesday 20/09/2005 at 4.00 PM and Annual General Meeting on Thursday 22/09/2005 at 6.15 PM.
- (ii) Items for the meeting are invited (to AB)
- (iii) The Meeting was closed.