# eCAADe Administrative Council Meeting

## Meeting held on
## 24 – 25 March 2006

Hogeschool voor Wetenschap & Kunst

Department of Architecture Sint-Lucas

Campus Brussels

## MINUTES

## Present

Henri Achten (HA) (President, in the Chair), Jonas af Klercker (JK), Vassilis Bourdakis (VB), Andre Brown (AB), Nele De Meyere (NDM), Wolfgang Dokonal (WD), Jose Duarte (JD), Joachim Kieferle (JBK), Marc Muylle (MM), Bob Martens (BM), Tom Maver (TM), Jelena Petric (JP), Johan Verbeke (JV), Tadeja Zupancic (TZ).

## Apologies for absence

Alexander Asanowicz (AA), Thomas Kvan (TK)

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## 1. Minutes of Previous Meeting: Universidade Tecnico de Lisboa, Instituto Superior Tecnico, Lisboa (September 2005)

The Minutes of the Council meeting and AGM in Lisbon, already circulated, were agreed notifying that JD and MM confirmed the receival of the respective thank and invitation letter for organization of the eCAADe-conference. Within this item it was said that the initials for Joachim Kieferle and Jonas af Klercker should be differentiated into JBK and JK. Furthermore two mistakes in the AGM council minutes were pointed out: Marc Muyle will be changed into Marc Muylle and Tecnica into Tecnico. AB will also send a message to the membership via the eCAADe List Server to inform them about the outcome of the voting process, i.e. that two Joint Vice Presidents were confirmed: Wolfgang Dokonal, TU Graz, Austria and Jose Duarte, Universidade Tecnico de Lisboa, Portugal.

## 2. Secretariat of eCAADe

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

(ii) NDM presented the Statement of Accounts 2005 and Profit and Loss Account 2005. Balances show a profit of 7958.52 euro. The use of credit card facilities had been investigated and application was denied. It was confirmed that banking costs should be covered by the applicant, both for payment by cheque as for bank transfers.

(iii) Membership: It was stressed that the income from the conference is of great importance for the eCAADe annual account. The positive balance for 2005 was much influenced by the membership contributions arising from the successful Lisbon conference. NDM proposed to take initiatives to raise the return of the questionnaires during the conference. It should be made clear that correct membership information is necessary to guarantee CUMINCAD-access in the

following year. JK proposed to analyze the information coming from the questionnaires.

The question of esteemed membership was discussed and it was suggested that the Council may appoint individuals as honorary members and that they would be disregarded the membership fee. If they would participate in an eCAADe conference the membership fee would be deducted from the conference fee and paid for by the association, not the organizer. TM and JK could be awarded an honorary membership. This will be an item for the next meeting.

## 3. Composition and Roles of the Administrative Council
(i) Composition: TZ, VB, MM and JBK were welcomed as new members, JP was welcomed as renewed active member.
(ii) Roles: The roles were confirmed as follows: President: HA, chairing the council meeting, Vice-president: WD and JD, Treasurer: JV, Research: TM, Conference location liaison: BM, Communications: JK, Auditors: Silke Lang and Andrew Roberts, Secretary: NDM.
The council determined as role and activity for the vice-presidents the search for funding possibilities to attract young researchers. It was decided that JD and WD will, in cooperation with TM, look for European money sources to allow young people to attend the conferences but also for research funding as such. The IP-prize stimulates young people already in the system. It will be investigated how a search for best diploma works can be set up to get people earlier into the organization. It was noted that the number of submissions for conference papers is already on its limits. So attracting young people will only raise this number. To counter this, the following suggestions were formulated: a postgraduate conference on Tuesday and Wednesday before the beginning of the eCAADe-conference (VB), session work (JD), a virtual conference (JK) and WD suggested that offering them access to CUMINCAD could already be a good stimulus. It was agreed that eCAADe should come more outward and reach for contact on academic, professional and student level. Good examples will be presented on the website.

## 4. eCAADe Conference 2005 Lisbon
(i) Review of the Conference – The conference organizer was pleased with how everything went, also financially and thanked the eCAADe-council for their feedback. On behalf of the association, HA thanked JD for the successful organization.

## 5. eCAADe Conference 2006 Volos
(i) Overview of arrangements – VB summarized the state of affairs. The conference organization will receive sponsorship from the university. The conference will take place at the Polytechnic campus. A tourist organization will be taking care of the accommodation. There are around 8 hotels in the city centre, 3 hotels are very near the venue. Travel arrangements can be checked on the website. The registration page will be added to the site as from next week. The break even point is set at 110 subscriptions. This money is needed to cover the cost, the rest is profit. It was said that 110 is high. Future conference organizers should take this into account. VB confirmed that the department will cover eventual loss. The sponsorship by Bentley (4000 euro) and AutoDesk (5000 euro) was not calculated yet.
(ii) Abstract acceptance: In Lisbon, 120 submissions for full papers were accepted, 100 were published and paid for, 90 were in the sessions. For every paper presented, a full conference fee was charged. Posters got their abstracts published in the proceedings as well. Volos will also work with parallel sessions. It was remarked that discussion is often not possible due to time limits. It was said that chairmen will be instructed to group the discussions at the end and to function as a kind of rapporteur. Other solutions suggested: installment of a

round table, an additional conference day and three parallel sessions. Length of the papers should be limited to 8 pages.

(iii)  The new web reviewing system caused quite some problems. The conference organizer was confronted with unidentified files and also limitation of characters is not possible in this system. Possibilities of future use of CAMEO, the SciX web system, and Commence (Open Source) were discussed. The council members having experienced CAMEO as reviewer were very positive about its speed and stability. Yet the fact that it would stay located at Jabi's institute was considered as undesirable. It was decided that specifications on an ideal system should be listed. For that reason, a small work group will be set up including JBK, WD, TZ, MM and VB. AB will check out plans of TK. It was said that the open source system that will be chosen for, should have commitment for the next two conferences. Ideally, the administrative council is looking for an open source solution which can be developed and shared among the associations and which in our case can be hosted and maintained for a long period of time at a standing member of eCAADe.

(iv)  Ivan Petrovic Prize arrangements: VB was asked to provide the council with a list of participants indicating young researchers and to program these researchers before the final sessions in order to allow the jury time for evaluation. JD and WD agreed to keep control over the procedure, the council members being the jury for this competition. It was confirmed that it is the best presentation that gets the prize, obviously linked to the quality of the paper. It was said that the new web review system is not indicating young researchers, while Hannu Penttila's system did.

(v)  VB had prepared a list of all submitted abstracts with review results. A substantial body of these had received very varying review results. After much discussion, it was settled that VB will accept 120 long papers (6-8 pages) and 50 short papers (2 pages). All will be included in one volume of the conference proceedings.


## 6. 2007/2008/2009 Conferences

(i)  Germany Wiesbaden 2007: JBK presented the Frankfurt/Wiesbaden flyer 2007 and outlined the 'Predicting the future'-theme. It was agreed that flyers will be taken to Japan by Mike Knight. The organization team for the Wiesbaden conference is formed by JBK, Sonja Tuxhorn and Frank Salffner. JBK is now trying to get funds for their participation in Volos so that they can experience the organization. The institute is not charging a 10 %-fee and funding is expected from DFG, the school and the local industry. A conference website is already set up with short information and a link to the Volos website. There were some remarks on the font. The dates are set in accordance with the Automobile Fair organized in Frankfurt in the beginning of September.

(ii)  Antwerp 2008: MM presented the preliminary budget for the Antwerp conference and suggested a higher fee linked to a better reduction for early registrants. The question was raised how to deal with fees for participants from the eastern part of Europe. It was said that it is a general policy of eCAADe, as set out in the conference's guidelines, to include member states with a less developed economy. Even in the renewed Union, the reduction should thus be maintained. Fees are set at 300 euro for early and 375 euro for late registrations. For participants from Eastern Europe this is respectively 200 euro and 275 euro. The council agreed to keep the registrations as low as possible. Accessibility for all remains the main goal. The conference organizers should keep the conference fee as affordable as possible. Other conferences, for instance of the sister organizations and schools of architecture, will be screened for their fee. This item will be on the agenda in Volos.

(iii)  2009 Proposals: An expression of interest was received from Rome (Carrara and Fioravanti), Istanbul, Prague, Zurich and Delft. The proposals have not yet been developed. So the council will keep this as an ongoing decision awaiting well-

developed proposals based on theme, visibility, budget and taking into account the movement among the regions.

## 7. Parallel Organization Conferences: reports, links, representation

1. ACADIA - Bob Martens will attend the conference in Louisville, Kentucky from 12-15th October 2006. It was further said that ACADIA is very active, with a good working mailing list. They organize elections for the IJAC-editorial board.

2. SIGRADI - Wolfgang Dokonal will attend the conference in Santiago, Chili, 21-23rd November 2006. It was said that SIGRADI is difficult to find on the web and that no flyers were received.

3. CAADRIA - Mike Knight will attend the conference in Kunamoto, Japan in April, 2006.

4. ASCAAD (organizing a conference in Sarjah, UAE, 25-27th April 2006) – This Middle Eastern organization is involving eCAADe as reviewers. Within this context it was stressed that conference organizers should pay attention to sending invitation letters as such requests might be linked to immigration objectives.

5. CAAD Futures (Sydney, 2007) – It was said that it was too early to commit someone for representation.

Wassim Jabi forwarded an idea about further cooperation between CAADFutures, eCAADe, CAADRIA, SIGRADI, and ASCAAD, exploring the possibilities for collaboration among the sibling organizations, ranging from joint proposals for funding, global research initiatives, common publications, joined summit conferences to simple member-to-member connections. HA welcomed this as a good idea. Structural cooperation all over the world is positive for funding. eCAADe is a rather small association. For instance, a EU-USA connection could be interesting. It is important to set out priority when applying for funding. A first option would be the European level. There are informal contacts with EAAE and SEFI. Both on SOCRATES as on research level there is a possibility to install thematic networks built around a centre of excellence. WD and JD will look for funding for young researchers. JP and TM will identify phd's in IT. It was said that the website should mention rules for reviewing, this might be helpful for young researchers.

## 8. Publications

(i) Website: AB reported that the website is updated with an interactive map. He asked the council members to provide him with an updated piece of text to present the eCAADe-council on the site. Updated pictures taken during this mid year meeting might also be added, together with some pictures from the Lisbon conference. It was asked whether a connection to the WIKI-technology could be set up (cfr. the ETH-Zurich website) offering an open functionality so that others can contribute. There should be a clear concept underlying such additions. Another question raised, was: 'Will people use this?' and 'What about safety?' All council members were asked to forward their ideas. Liverpool will check and do some work on the website and report on it during the Volos meeting. WIKI could for instance only be made available for members where they could change their membership info on the site. Also contribution from phd-students to the site could be organized. Liverpool students will try to set up content. JBK and JK expressed their will to cooperate.

(ii) International Journal of Architectural Computing - IJAC, in its fourth year of publication, publishes four issues a year, edited successively by eCAADe, ACADIA, SIGRADI and CAADRIA. BM and AB edited the March issue, now in publishing phase. Included are the IP-prize winners 2005 papers of Agnieszka Sowa and Axel Killian. Dirk Donath and Rikva Oxman joined the editorial board. The representative from ACADIA is Branko Kolarevic. Set as members of the

editorial board are: HA, TM, BM, JK, AA, JV, WD, JD, JBK, VB, MM, TZ and JP. For the 2007 issue, JD and VB will contact possible contributors. Front covers will be taken care of by SIGRADI and then CAADRIA. The question was raised whether upraise to 6 issues would be a good idea. This was turned down. The journal is now meeting its costs. Suggestions were formulated to include IJAC in Thomson's citation index and in the ICONDA database for journals. The council underlined the good quality of the journal.

(iii) Automation in Construction: policy stays the same.

(iv) CUMINCAD

— General matters: BM reported that the CUMINCAD-database, existing since 1998, is up-to-date and that all IJAC-papers are indexed. Before the start of the Lisbon conference all pdf-files were sent and included in the database. It was said that CUMINCAD has a stable user-ship (3000 users) with limited open access (papers > 2 years) for 2400 registered users that do not have full access. It was agreed that they will be identified and sent a personal invitation to join the association. It was underlined that only reviewed materials are taken. This will be clarified on the homepage. It was confirmed that access to recent papers (< 2 years) is linked to active membership. There was a proposal to open the database. It was stressed that CUMINCAD is not from eCAADe. It has its own policy and editorial board. Yet, what could be the eCAADe-policy so that we can forward it to the editorial board? On the one hand it was stressed that if you want to keep the community, you have to offer something, on the other hand you want to attract young people. The library-access is already one step forward. Main concern is to keep the association sustainable.

— The request of Wassim Jabi to offer IP-address range for libraries was dealt with. The eCAADe council agreed that offering such a facility by CUMINCAD will benefit libraries and provide value for our membership. eCAADe will allow institutional membership, so libraries can gain access to CUMINCAD. It was decided that eCAADe is also willing to cover part of the costs for implementing this additional functionality and that European libraries will be contacted to offer them this library-access. The council agreed to prepare a listing of libraries. The prize for the fee has to be set in accordance with ACADIA's. Do libraries pay for other online databases too? This will be checked. It is agreed that a substantial amount should be charged (for example 500 euro) including library access, a printed copy of the proceedings and subscription to IJAC. HA will consult CAADRIA about their willingness to carry part of the development cost. Effects will checked after one year running.

## 7. Any other Business

(i) JD proposed a number of ideas for increasing awareness, value and presence of eCAADe: best thesis award (BSc, MSc), PhD award, survey of academic and professional use of CAAD and compare where we are standing. HA added to the list best teacher award. These suggestions received much discussion. They have a lot of implications in terms of work, criteria, etc. HA and JD will produce a document about these initiatives and send it round to the council members via the list server for additional comments.

(ii) NDM had to leave the meeting and was thanked for the support.

(iii) AB received mail from Bharat Dave that CAADRIA is not likely to continue support of the web reviewing system. AB also informed the council that Dirk Donath sends congratulations to new VP's.

(iv) eCAADe sent out a formal letter of regret to the family of Gernot Pittioni. JP proposed to devote a student price to Gernot Pittioni's remembrance. HA suggested to contact Gernot's family first because they have to agree.

## 8. Next Council Meeting

(i)      Arrangements for the meeting in Volos: Administrative Council meeting on Tuesday 05/09/2006 at 4.00 PM and Annual General Meeting on Thursday 07/09/2005 at 6.15 PM.

(ii)     Items for the meeting are invited (to HA).

(iii)    The Meeting was closed and JV was thanked for hosting the meeting.