eCAADe Administrative Council Meeting

Meeting held on
23-24th March 2007

Hogeschool voor Wetenschap & Kunst

Department of Architecture Sint-Lucas

Campus Brussels

MINUTES

Present

Henri Achten (HA) (President, in the Chair), Alexander Asanowicz (AA), 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), Johan Verbeke (JV), Tadeja Zupancic (TZ).

Apologies for absence

Jonas af Klercker (JK), Jelena Petric (JP),Thomas Kvan (TK)

---

1. ## Minutes of Previous Meeting: University of Thessaly, Volos (September 2006)
    (i)   The Minutes of the eCAADe Administrative Council Meeting, held at the University of Thessaly on 05/09/2006 and circulated, were agreed upon.
    (ii)   The Minutes of the eCAADe Annual General Meeting, held at the University of Thessaly on 07/09/2006 and circulated, were agreed upon.
    (iii)   There were no other matters arising 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 2006 and Profit and Loss Account 2006. Balances show a profit of 4463,07 euro. Numbers were compared to the results in 2005 and show a healthy and stable membership and financial situation.
    (iii) As for the analysis of the membership data, it was proposed to prepare a web-based form for the questionnaire instead of the paper version handed out during the conference. WD volunteered to work on this. AB said that Liverpool would take responsibility for setting up the web-based form. There are two datasets to be acquired via the web-based form: one for institutional/personal use of hard/software and one for correct personal data of membership. It was underlined that it is a good thing for the organization to keep an eye on what is going on in the field.
    (iv)   It   was   noted   that   the   eCAADe   email   address   changed   into: ecaade@architectuur.sintlucas.wenk.be.
    (v)   The Statutes will be checked for their regulations on publication in the Belgian Law Gazette.

3. ## Composition and Roles of the Administrative Council
    (i)   Composition: There were no changes in the composition of the Council.

(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: AB and JK, Previous conference organizer: VB, Current conference organizer: JBK, Future conference organizer: MM, Secretary: NDM. It was agreed that the auditors will be asked for during the conference.

(iii) Elections – Preparation for election next term of president: It was agreed that the Secretariat will send the protocol on the election scheme to the membership. See also 7 (iv).

4. 2008/2009/2010 Conferences

(i) Antwerpen 2008: MM informed the Council on the state of matters for Antwerp 2008 and confirmed the endorsement of the new dean, ir. dr. Elsie De Vos, to the eCAADe activities undertaken by the former dean. It was agreed that HA will send a letter of confirmation for the conference organization to the board of Antwerp. The conference flyer was distributed and as for sponsorship, it was said the conference organizer will approach Autodesk, Microstation, Archicad, Bentley. It was suggested to ask a Belgian architect as keynote speaker. The council agreed to prepare a list of eligible countries for a reduced registration fee and this on basis of average income. Based on a table of spending power in the European countries, and eCAADe's commitment to support countries to participate in the conference, the following countries were selected that are eligible for a reduced registration fee: Slovenia, Czech Republic, Hungary, Bulgary, Poland, Malta, Bilayrus, Latvia, Estonia, and Turkey. HA will communicate this decision to the conference organizers involved.

(ii) 2009 and 2010 proposals: For 2009, BM received sound proposals from Zurich, Delft and Istanbul, all based on a realistic budget. Furthermore interest was recorded from Slovenia and Czech Republic. For 2009 the Istanbul bid would be accepted, taking into account eCAADe's goals to cover all regions around Europe. For 2010 the decision was taken for Zurich. Given the long time frame after 2010, decisions for 2011 and later remain open. BM will contact Istanbul, Delft and Zurich on this.

(iii) eCAADe-maintained web review system: Taking into account the experiences of the current conference organizer and similar good practices of sister organizations, it was decided to maintain the use of the Open Conf. web reviewing system. For 2007 and 2008 the system will run on the respective local web servers. From 2009, the system would be transferred to the eCAADe server (currently in Liverpool).

5. Parallel Organization Conferences: reports, links, representation

1. CAADRIA – Bob Martens will attend the conference in Nanjing, China from 19-22 April, 2007.
2. SIGRADI – Decision on representation in Mexico, Universidad La Salle, 23-25 October 2007, will be taken in May on basis of acceptance of papers.
3. ACADIA – Representation on the Halifax conference in Canada, October 2007 will be determined later.
4. CAAD Futures (Sydney, 2007)
5. ASCAAD (organizing a conference in Alexandria, Egypt in November 2007). TM was asked as keynote speaker and he accepted.

6. Publications

(i) Concerning the website it was agreed that: full previous conference websites should be collected for the future, a wiki-functionality would be entered to the eCAADe website, the statement for the honorary members will be added, the photographs of the council members will be updated, institutional membership will be promoted more, updated eCAADe statutes and the AGM and Council 2006 minutes will be added and that Google Earth links could be linked to the conference places. HA thanked AB and Martin Winchester for keeping the eCAADe website up and running.

(ii) International Journal of Architectural Computing: AB informed the Council that de 1st Issue of 2007, edited by JD and VB, will come out in April 2007. He announced that for IJAC a student competition for front cover design will be organized around European schools. Sponsorship will be searched for. The council suggested to invest eCAADe

money (250 euro (first prize), 150 euro (second prize) and 100 euro (third price)) for this. It was agreed that WD will take responsibility for designing a poster announcing the competition and that HA will contact possible sponsors (Bentley, Archisoft,..). HA asked to forward him contact info on software venders. The best 10 designs will be put on the eCAADe website and the membership will vote on this.

(iii)   CUMINCAD: General matters: BM reported that the CUMINCAD-database is up-to-date and that all pdf- files of the eCAADe conference were sent and included in the database before the start of the Volos conference. The conference schedule links to the papers. Not all associations manage to organize this. It was said that CUMINCAD has a stable user-ship of which around 10% comes via eCAADe. It was agreed that CUMINCAD and institutional membership should be promoted further. Local librarians and library associations (for example Archlib) will be contacted. In the Frankfurt conference bag a flyer on CUMINCAD will be included. HA thanked BM and Ziga Turk on behalf of eCAADe for their efforts for CUMINCAD.

7. Any other Business

(i) HA said that the meeting with SEFI (European Society for Engineering Education) did not take place yet and that he would contact them again (www.sefi.be).

(ii) Funding possibilities to be examined under the framework of CORDIS, Tempus, Leonardo da Vinci. TZ notes that another way to get more involved with and knowledgeable about EU procedures, is to join the reviewing system.

(iii) Activities in the regions: Electronic journal 'Information Technology and & Architecture' for which AA asked cooperation from eCAADe in the reviewing system.

(iv) Presidency: It was announced that HA's term of presidency comes to end at the Frankfurt conference. After voting, the council generally agreed to nominate HA for president for a second term. After HA expressed his willingness to stay for 2 more years, the Council agreed to email the membership that HA was nominated as candidate supported by the Council and that other nominations from the membership, supported by members in good standing, are to be sent to the Secretariat by the end of May.

8. eCAADe Conference 2007 Frankfurt

(i)   Overview of arrangements

(ii)   Abstract acceptance: The conference organizers received 225 papers of which 132 papers will be accepted. Every paper requires one registration. The reviewing system should indicate who will be presenting the paper. As for the setting of topics/key wording it was said that the inclusive attitude of eCAADe should be maintained and that thus a possibility of openness for suggestions should be offered. BM will prepare a proposal.

(iii)   Other matters concerning the conference JBK stated he will follow a similar programming as the Volos 2006 conference. The volume of the proceedings will be a maximum of 1000 pages.

(iv)   Ivan Petrovic Prize arrangements JBK will take care that possible candidates for the IP award will be programmed before the last session of the conference.

9. Next Council Meeting

(i)   Arrangements for the meeting in Frankfurt: Administrative Council meeting on Tuesday 25/09/2007 at 4.00 PM and Annual General Meeting on Thursday 27/09/2007 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.